

Faculty Senate

To: Members of the Faculty Senate

From: Evan R. Collins

The first meeting of the Faculty Senate will be held in Husted 150 at 8:30 p. m. on Monday, May 16th.

May 9, 1966

MINUTES of the first meeting of the Senate of the State University of New York at Albany, May 16, 1966, in Rusted 150.

The meeting was called to order by President Collins at 3:35 p. m.

The Senate elected the following officers by majority vote:

Vice-Chairman: Kendall Birr
Vice-Chairman elect: Walter Knotts
Secretary: Ruth Schmidt

The following Senators were elected to serve on the Executive Committee of the Senate, with the officers of the Senate:

Alice Hastings
Ralph Tibbetts
Milton Olson
Joseph Norton

Senator Tibbetts reported that because of a new ruling of the State of the State University of New York, this unit, by virtue of the fact that it is entitled to a second Senator. However, because of the fact that the Board of Public Affairs (whose representative to the Senate, Professor [redacted], served a number of the Executive Committee of that body for next year) will not be a member of the Executive Committee of that body for next year, it is not clear whether the State University of New York at Albany next year, it is not clear whether the State will be entitled to another Senator for the coming year and that an election must be held.

After discussion of this matter between ballots for the Executive Committee, Senator Story moved that the faculty elect a representative to the Faculty Senate of the State University. The motion was seconded by unanimous voice vote. The Chairman reminded the Senate that this motion would have legal effect until the proposed change in representation on the Faculty Senate is adopted by the Board of Trustees.

Senator Tibbetts also announced that a long-range plan for the campus called by the Central Office for May 26 will be considering long-range plans on housing, parking, educational TV, and international educational [redacted] copies of these papers are available in his office and in the offices of the Vice-President of the Vice-President for Academic Affairs.

Senator Story announced that copies of the Faculty Council sub-committee report on the nature of the university would be available to all Senators at the conclusion of the session.

The plan submitted by the Faculty By-Laws Committee for the committee structure of the Senate was introduced by Senator Birr and a discussion of many points in the proposal ensued. After considerable discussion, Senator Tibbetts moved that the proposed plan of organization of the Senate be turned over to the Executive Committee of the Senate and that it be empowered to hold hearings on the plan, to incorporate such changes as it deems desirable as a result of the hearings, and to bring the revised plan to the Senate at as early a date as possible. After the motion was seconded, it was passed by voice vote.

The meeting was adjourned at 5:13 p. m.

Respectfully submitted,
Ruth Schmidt
Ruth Schmidt, Secretary

4/7/67

STATE UNIVERSITY OF NEW YORK AT ALBANY

Senate Membership

1966/67

Ex-Officio Members

President Evan R. Collins
D 104

Dr. Clifton C. Thorne
Vice President for Student Affairs
D 110

Dr. Webb S. Fiser
Vice President for Academic Affairs
D 100

Dr. Earl G. Droessler
Vice President for Research
D 105

Miss Alice Hastings
University Librarian
UL, New Campus

Dr. J. Ralph Tibbetts
Education-SUNYA representative
on the SUNY Faculty Senate
ED 210

Elected at Large

Dr. M. I. Berger (1967)
Education
ED 314

Dr. Kendall Birr (1968)
History
SS 342

Dr. Morris Eson (1967)
Psychology
SS 216

Dr. Richard Hauser (1969)
Biology
Bi 128

Dr. Walter Knotts (1968)
English
HU 335

Dr. Donald Liedel (1969)
History
SS 328

Mr. Neil C. Brown (1968)
Student Activities
Alden Hall

Mrs. Esther Cook (1969)
Registrar
D 206

Dr. William Leue (1967)
Philosophy
HU 253

Dr. Thomson Littlefield (1967)
English
HU 320

Dr. Arthur Long (1969)
Chemistry
CH 109

Dr. Ruth Schmidt (1968)
Spanish
HU 238

Elected: Arts and Sciences

Dr. Werner Baum (1969)

Biology

Bi Basement 54

Dr. Ralph Beaver (1968)

Mathematics

Bi 229

Dr. John Bird (1967)

Earth Science

CA 14

Dr. Shirley Brown (1968)

Psychology

SS221

Dr. Frances Colby (1968)

English

HU 341

Dr. Alfred Finkelstein (1967)

Chemistry

CH 114

Dr. Curtis Hemenway (1967)

Astronomy

Dudley Observatory

Mrs. Helen Horowitz (1967)

Economics

SS 327

Dr. Richard Kendall (1968)

History

SS328

Dr. Eugene McLaren (1969)

Div. of Science and Math

Bi 122

Dr. Catherine Newbold (1969)

History

SS 325

Dr. Daniel Odell (1969)

English

HU 326

Dr. John Overbeck (1967)

Ancient Languages

HU 350

Dr. Paul B. Pettit (1968)

Speech and Dramatic Art

HU 311

Dr. Joan Schulz (1969)

English

HU 344

Dr. Willard Skidmore (1967)

German

HU 214

Dr. Jack Smith (1968)

Physics

PH 211

Dr. Theodore Standing (1969)

Sociology

SS 312

Dr. Harold Story (1969)

Physics

PH 114

Mr. Robert Thorstensen (1967)

English

HU 342

Elected: Business

Dr. Harold Cannon (1969)

Accounting

SS 361

Dr. J. Robert Miller (1968)

Marketing

SS 358

Elected: Education

Dr. Edith Cobane (1967)
Physical Education
Husted 156

*RECEIVED FOR
6/7/68*

Dr. Walter Farmer (1969)
Science-Milne
Husted 256

Mr. Charles Graber (1968)
Off-Campus Supervision
Richardson 183

Dr. David Hartley (1968)
Guidance
ED 217

Mrs. Cecilia McGinnis (1968)
Milne-English
Milne 125

Dr. Joseph Norton (1969)
Guidance
ED 126

Dr. Robert Rowe (1969)
TV-Audio Visual
Richardson 274

Miss Helen Safford (1967)
Off-Campus Supervision
ED 332

*RECEIVED
6/7/68*

Dr. Edward Sipay (1968)
Reading
ED 225

Dr. Cathryne Sivers (1967)
Psychology
ED 227

*RECEIVED
6/7/68*

Elected: Library Science

Mr. Robert Burgess (1967)
University Library Basement 81

Elected: Graduate School of
Public Affairs

Dr. John Gunnell (1969)
Political Science
Sayles Hall

Dr. Fred Hanga (1967)
Political Economy
Sayles Hall

James Riedel
Political Science
GSPA, Sayles Hall

Elected: Social Welfare

Mr. Paul G. Wheeler (1968)
Pierce Hall

Appointed: (All one-year terms)

Dr. O. William Perlmutter
Dean, Coll. of Arts and Sciences
HU 234

Dr. Milton C. Olson
Dean, School of Business
D 108

Dr. Randolph S. Gardner
Dean, School of Education
ED 213

Dr. Edgar Flint
Dean, School of Graduate Studies
D 101

Dr. Robert Morris
Dean, University College
SS 326

Mr. Sorrell Chesin
Student Affairs
HU 218

Dr. Jack Deeringer
Academic Dean
SS 322

Dr. Richard Myren
School of Criminal Justice
Pierce Hall

Dr. Edward P. Shaw
HU 232

FACULTY SENATE

1966/67

Evan R. Collins, Chairman
Walter Knotts, Vice ~~President~~ ^{Chairman} Elect
Kendall Birr, Vice Chairman
Ruth Schmidt, ~~Secretary~~
Werner Baum
Ralph Beaver
Morris Berger
John Bird
Neil Brown
Shirley Brown
Robert Burgess
Harold Cannon
Sorrell Chesin
Edith Cobane
Frances Colby
Esther Cook
Jack Deeringer
Earl Droessler
Morris Eson
Walter Farmer
Alfred Finkelstein
Edgar Flinton
Webb Fiser
Randolph Gardner
Charles Graber
John Gunnell
Fred Hanga
David Hartley
Alice Hastings
Richard Hauser
Curtis Hemenway
Helen Horowitz
Richard Kendall

William Leue
Donald Liedel
Thomson Littlefield
Arthur Long
Cecelia McGinnis
Eugene McLaren
J. Robert Miller
Robert Morris
Richard Myren
Catherine Newbold
Joseph Norton
Daniel Odell
Milton Olson
John Overbeck
O. William Perlmutter
Paul Pettit *James Riddle*
Robert Rowe
Helen Safford
Joan Schulz
Edward Shaw
Edward Sipay
Catharine Sivers
Willard Skidmore
Jack Smith
Theodore Standing
Harold Story
Clifton Thorne
Robert Thorstensen
J. Ralph Tibbetts
Paul G. Wheeler

Executive Committee:

Kendall Birr, Chairman
Evan R. Collins
Alice Hastings
Walter Knotts

Joseph Norton
Milton Olson
Ruth Schmidt
Ralph Tibbetts

MEMORANDUM

To: Members of Faculty Senate

From: Evan R. Collins

A special meeting of the Faculty Senate
will be held on Tuesday, May 31, at 2:30 in
Husted 150.

ea
5/25/66

The meeting was called to order by President Collins at 2:36 p. m. The minutes of the May 16, 1966, meeting were approved by voice vote.

Vice-Chairman Birr introduced the revised Recommendations for the Establishment of Senate Councils prepared by the Executive Committee and explained the major changes which were made as a result of the hearings on May 19 and 20. He moved adoption of the committee report and Senator Knotts seconded the motion. This was followed by a period of questions designed to clarify different sections of the proposal. It was declared the consensus of the meeting that the actions of the Executive Committee, including appointments, are subject to the same review and possible actions by the Senate as are the actions of any Council or council committee, as specified in the last paragraph of the first page of the proposal.

The following amendments were proposed and acted upon as indicated:

- 1) to exempt the Executive Committee from the provisions for Senate review as specified in the final paragraph of page 1 of the proposal in the case of appointments to Councils. Amendment defeated.
- 2) to insert the words "Executive Committee" in said paragraph before the word "councils." Amendment approved.
- 3) to add the following sentence to the end of said paragraph: "It also mandates that all councils and committees will be expected to keep minutes of their meetings and actions, which shall be available to the Senate on request. Approved.
- 4) to change 3.09 under The Undergraduate Academic Council to read: "review such actions of the Admissions Office as it requires that office to bring before it." Withdrawn.
- 5) to add to said section 3.09 the phrase "by any interested party." Approved.
- 6) to add to section 3.05 under The Undergraduate Academic Council the phrase "by any interested party." Approved.
- 7) to substitute the words "academic deans" in 3.05 for "the Academic Dean". Approved.
- 8) to add to 3.07 under The Graduate Academic Council the phrase "by any interested party." Approved.
- 9) to delete from 2.2 under The Council on Research the words "amount and the": Approved.
- 10) to add section 2.7 under The Council on Research which would read: "consider major expenditures of University funds for research equipment." Defeated.
- 11) to delete section 2.1 under The Council on Promotions and Continuing Appointments. Defeated.
- 12) to substitute "departments" for "department chairmen" in 2.1 of same. Defeated.
- 13) to add to section 2.1 "and the Council shall have access to these evaluations." Approved.
- 14) to add section 2.6 under The Council on Promotions and Continuing Appointments which would read: "recommend that each department chairman review with each department member the evaluation of him before it is submitted to the Dean." Defeated.

- 15) to add section 2.34 under The Council on Promotions and Continuing Appointments which would read: "the Council may take the initiative in recommending to the President persons for promotions." Approved.
- 16) to add section 2.44 which would read: "the Council may take the initiative in recommending to the President persons for continuing appointment." Approved.

Senator Long moved the question on the proposal as amended. The motion was passed unanimously.

Senator Skidmore brought a recommendation from the Undergraduate Admissions Committee that the present Councils be maintained until they can meet with the new Councils. Senator Norton moved that the new Councils take over as soon as possible after September 1, 1966, after they have met with their present acting counterparts for a smooth transition, and that the existing councils be terminated at that time. The motion was seconded and approved.

A resolution calling for reconsideration by the Central Administration of the University of its decision to deny SUNY at Albany the right to grant the Bachelor of Fine Arts degree was presented by Senator Sobry, who also moved its adoption. The motion was seconded, and after some discussion, was tabled.

Vice-Chairman Birr asked the Executive Committee to remain for a short meeting following adjournment of the Senate. The Senate was adjourned at 5:30 p. m.

Respectfully submitted,



Ruth Schmidt, Secretary

Note: A copy of the revised Recommendations for the Establishment of Senate Councils as amended and approved will be provided each Senator in September.

approved

AMENDED COPY

Executive
1966
Grant
May 31 meeting

To : The Members of the SUNY Albany Senate

From : The Executive Committee

Subject: Recommendations for the Establishment of Senate Councils

In accord with the resolution of the Senate, the Executive Committee held open hearings on the proposed Council structure of the Senate. In addition, it received several written suggestions. The Executive Committee met on Friday, May 27th, to consider revision of the proposals for the establishment of Senate Councils. The Committee recommendations are attached. The Executive Committee approved this report in principle. Miss Schmidt and the undersigned are responsible for the editorial work.

The Executive Committee wishes to call the Senate's attention to Article II, Sections 1.3 and 6.2 of the By-Laws which read as follows:

- 1.3 The Senate shall create such councils and committees as it considers necessary or useful in fulfilling its functions. It may delegate to such councils and committees, or to the Schools and Colleges, such powers as it considers appropriate.
- 6.2 The Senate may delegate to its councils and committees such powers as it considers appropriate. The councils shall be responsible to the Senate and report regularly.

The Executive Committee interprets these to mean that the ^{Executive} Senate will require regular reports from its councils, and through ^{Committee +} them, from council committees. The statement that "councils shall be responsible to the Senate" means that the Senate may accept such council reports, may return reports or specific actions to the council for reconsideration, or may modify or rescind policies established by the councils. *Councils and committees must keep minutes available to the Senate.*

Respectfully submitted,

Kendall Birr

Kendall Birr, Chairman
Executive Committee

May 28, 1966

THE UNDERGRADUATE ACADEMIC COUNCIL

- 1 The Council shall consist of thirteen members including
 - 1.1 the Vice-President for Academic Affairs, who shall act as Chairman;
 - 1.2 the Dean of the University College;
 - 1.3 the Academic Dean;
 - 1.4 at least four Senators appointed by the Executive Committee of the Senate;
 - 1.5 up to six faculty members not members of the Senate appointed by the Executive Committee of the Senate.
- 2 The Council shall establish committees dealing with such areas as curriculum, admissions, academic standing, and honors and independent study, and shall provide for their membership. A Council member shall be designated chairman of each committee.
- 3 The Council shall
 - 3.01 recommend to the Senate changes in general degree requirements for all undergraduate programs;
 - 3.02 review and have the power to return for reconsideration new undergraduate courses approved by the schools and colleges, particularly to avoid duplication and overlap;
 - 3.03 establish such general undergraduate academic regulations as it sees fit;
 - 3.04 establish standards for the Dean's List and for academic probation and dismissal;
 - 3.05 review such actions of the Academic Deans dealing with academic standing as are brought before it *by any interested party.*
 - 3.06 consider such problems of academic standards as it sees fit;
 - 3.07 be consulted on the size and general composition of the undergraduate student body;
 - 3.08 establish admissions policies;
 - 3.09 review such actions of the Admissions Office as are brought before it *by any interested party.*
 - 3.10 formulate policies for honors and independent study programs, review any such programs, and encourage the development of additional programs;
 - 3.11 consider such other undergraduate academic problems as seem appropriate.

THE GRADUATE ACADEMIC COUNCIL

- 1 The Council shall consist of ten members including
 - 1.1 the Vice-President for Academic Affairs, who shall act as Chairman;
 - 1.2 the Dean of the Graduate School, who shall act as Vice-Chairman;
 - 1.3 at least three members of the Senate appointed by the Executive Committee of the Senate;
 - 1.4 up to five faculty members not members of the Senate appointed by the Executive Committee of the Senate.

such areas as

- 2 The Council shall establish committees dealing with curriculum, admissions, and academic standing, and shall provide for their membership. A Council member shall be designated chairman of each committee;
- 3 The Council shall
 - 3.01 recommend to the Senate new graduate degree programs;
 - 3.02 approve all revisions in existing graduate degree programs;
 - 3.03 review and have the power to return for reconsideration new graduate courses approved by the schools and colleges, particularly to avoid duplication and overlap;
 - 3.04 establish such general graduate academic regulations as it sees fit;
 - 3.05 review standards and procedures for admission to graduate study recommended by schools, colleges, and departments;
 - 3.06 review standards and procedures for admission to candidacy for graduate degrees recommended by schools, colleges, and departments;
 - 3.07 review such actions of the Dean of the Graduate School or of school deans and department chairmen dealing with academic standing as are brought before it by any interested party.
 - 3.08 consider such problems of graduate academic standards as it sees fit;
 - 3.09 exercise general responsibility for the implementation of policies of the Senate as they apply to graduate study except as they are delegated to individual schools, departments, and committees and establish procedures for this purpose;
 - 3.10 consider such other graduate academic problems as it sees fit.

THE STUDENT AFFAIRS COUNCIL

- 1 The Council shall consist of thirteen members including
 - 1.1 the Vice-President for Student Affairs, who shall act as chairman;
 - 1.2 two faculty members appointed by the Chairman of the Council;
 - 1.3 at least three Senators appointed by the Executive Committee of the Senate;
 - 1.4 up to seven faculty members not members of the Senate appointed by the Executive Committee of the Senate.
- 2 The Council shall
 - 2.1 consistent with the policies established by the Board of Trustees and by the local University Council, initiate and develop the policies necessary to establish and maintain a strong out-of-class program designed to complement the formal curriculum for all students;
 - 2.2 consider all matters of student life outside the formal instructional program and independent of the business functions of the University, including, among others, alumni affairs, counseling, health services, inter-collegiate and intra-mural athletics, financial aids, international student affairs, placement, residence living, student behavior and conduct, and student government and activities.

3 The Council shall establish committees dealing with such areas of its responsibility as it sees fit and shall provide for their membership. A Council member shall be designated chairman of each committee.

THE COUNCIL ON RESEARCH

- 1 The Council shall consist of nine members including
 - 1.1 the Vice-President for Research, who shall act as chairman;
 - 1.2 at least three Senators appointed by the Executive Committee of the Senate;
 - 1.3 up to five faculty members not members of the Senate appointed by the Executive Committee of the Senate.

- 2 The Council shall
 - 2.1 regularly review research activities within the University;
 - 2.2 consider ways by which the University can increase the ~~amount and the~~ effectiveness of its research activities; *access to the evaluator*
 - 2.3 be consulted when the University proposes to make major new research commitments;
 - 2.4 consider ways in which the publication of research may be assisted;
 - 2.5 maintain liaison with the Research Foundation, with the Washington office of the State University, and with appropriate funding agencies;
 - 2.6 consider the relationship between teaching and research.

3 The Council may establish committees dealing with such areas of its responsibility as it sees fit and shall provide for their membership. A Council member shall be designated chairman of each committee.

~~2.7 Consider major University expenditures for research expenditures~~

THE COUNCIL ON FACULTY AFFAIRS

- 1 The Council shall consist of nine members appointed by the Executive Committee of the Senate and shall include
 - 1.1 at least three members of the Senate;
 - 1.2 up to six faculty members not members of the Senate;
 - 1.3 a chairman, elected by the Council from among the Senators on the Council;
 - 1.4 a treasurer, elected by the Council from among its members.

- 2 The Council shall
 - 2.1 act as a grievance committee under the Policies of the Board of Trustees;
 - 2.2 consider problems of academic freedom and professional ethics;
 - 2.3 review and make recommendations on matters of faculty economic and professional welfare;
 - 2.4 supervise the solicitation of the faculty for charitable purposes and handle general faculty funds;
 - 2.5 be responsible for revising and editing the faculty handbook;
 - 2.6 sponsor faculty social activities and be responsible for social activities funds.

3 The Council may establish committees dealing with such areas of its responsibility as it sees fit and shall provide for their membership. A Council member shall be designated chairman of each committee.

THE COUNCIL ON PROMOTIONS AND CONTINUING APPOINTMENTS

- 1 The Council shall be composed of nine members including
 - 1.1 the Vice-President for Academic Affairs, who shall act as chairman;
 - 1.2 eight other faculty members including at least four members of the Senate, all of whom shall be appointed by the Executive Committee of the Senate.
- 2 The Council shall ~~require that department chairmen submit~~ ^{have access to the stat.} annual evaluations of all faculty members to the deans of their respective schools; ~~The Council shall~~ ^{have access to these evaluations;}
 - 2.2 recommend guidelines for the allocation of salary adjustments;
 - 2.21 recommendations for individual salary adjustments shall be made by department chairmen in consultation with appropriate department members;
 - 2.22 salary adjustment shall be recommended to the President by the deans in accord with general policies established by this Council;
 - 2.3 recommend to the President promotions in rank;
 - 2.31 recommendations for promotion in rank shall be made by department chairmen in consultation with appropriate department members;
 - 2.32 recommendations shall be submitted through the deans of the schools who shall add their recommendations;
 - 2.33 the Council may discuss individual promotions with the appropriate deans and/or department chairmen;
 - 2.4 recommend to the President individuals for continuing appointment;
 - 2.41 recommendations for continuing appointment shall be made by department chairmen in consultation with appropriate department members;
 - 2.42 recommendations shall be submitted through the deans of the schools who shall add their recommendations;
 - 2.43 the Council may discuss individual cases with the appropriate deans and/or department chairmen;
 - 2.5 develop methods for evaluating faculty performance and for applying the criteria for promotion and continuing appointment specified in the Policies of the Board of Trustees.

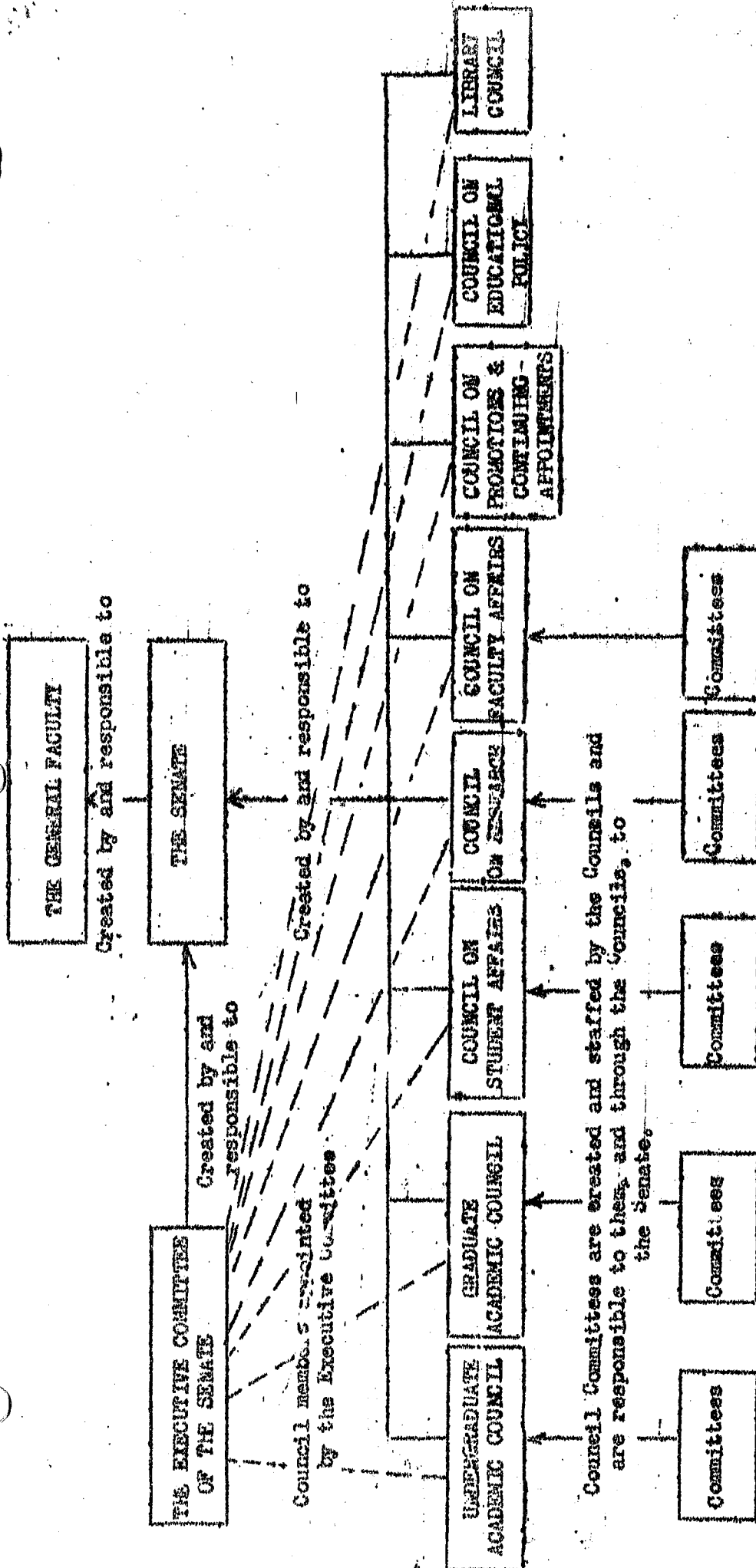
2.34 - The Council may take the initiative in recommending to the President individuals for promotion, continuing appointments.

THE COUNCIL ON EDUCATIONAL POLICY

- 1 The Council shall consist of nine members including
 - 1.1 the President of the University at Albany, who shall act as chairman;
 - 1.2 the Vice-President for Academic Affairs;
 - 1.3 the Vice-President for Research;
 - 1.4 the Vice-President for Student Affairs;
 - 1.5 five members of the Senate appointed by the Executive Committee of the Senate.
- 2 The Council shall
 - 2.1 be initially responsible for the campus academic plan;
 - 2.2 consider program development in the institution as a whole including implications for the budget;
 - 2.3 consider such other major policy matters as seem appropriate.

THE LIBRARY COUNCIL

- 1 The Council shall consist of nine members including
 - 1.1 the University Librarian, who shall be the chairman;
 - 1.2 the Vice-President for Academic Affairs or his designee;
 - 1.3 the Vice-President for Research or his designee;
 - 1.4 at least two Senators appointed by the Executive Committee of the Senate;
 - 1.5 up to four faculty members not members of the Senate appointed by the Executive Committee of the Senate.
- 2 The Council shall establish policies for the Library and guidelines for its development.



N.B.: This chart is not an official part of the report of the Executive Committee but is designed to show visually how the recommended council structure would operate. (kb 5-28-66)

tabled
26 May 1966

6667-02

A RESOLUTION

Whereas: The carefully studied request by the Faculty of the State University of New York at Albany to institute the Degree of Bachelor of Fine Arts at that university has been denied by action of the Central Administration of the State University of New York and,

Whereas: The Central Administration of the State University has made a strong commitment to an expanded program in the studio and performing arts as evidenced by the superior physical facilities provided for the arts on the new Albany campus, a commitment which would now appear to be reversed by the Central Administration's decision regarding the B. F. A. degree and,

Whereas: It would be difficult to utilize effectively these facilities to their fullest potential without the concentration offered by the B. F. A. program and,

Whereas: It is extremely difficult to attract and hold superior faculty members in the arts without the concentration offered by the B. F. A. program and properly to train students in the performing and studio arts without a greater concentration in the appropriate areas than afforded by the B. A. programs and,

Whereas: Students in the performing and studio arts who do not begin their concentration in their undergraduate years are, as they progress to graduate study or into their professions, at a severe disadvantage when placed in competition with students having the B. F. A. degree and,

Whereas: It is difficult to build an effective M.F.A. program without the firm basis provided by a coordinated B.F.A. program as, for example, in the development of University performing ensembles and,

Whereas: Serious programs in the performing and studio arts would significantly enrich the student body, faculty, and the area community, and would supplement such important area activities as the Saratoga Center for the Performing Arts in a manner impossible in their absence and,

Whereas: The present faculties at the State University of New York at Albany in theatre, music, and art have already achieved national and international distinction even within the limitations of existing support and programs,

Now therefore be it resolved that:

The Faculty of the State University of New York at Albany strongly deplores the decision of the Central Administration to deny the University at Albany the privilege of granting the Bachelor of Fine Arts degree and enthusiastically supports all proper means which would contribute to reconsideration of this decision by the Central Administration.

And be it further resolved that:

This document be transmitted by the Faculty Senate to Dr. Harold C. Syrett, Executive Dean for University Centers of the State University of New York, with information copies to Governor Nelson Rockefeller, President Samuel Gould, Provost ^{Harry} Porter, State University of New York Senator Ralph Tibbets, and Professor Charles Stokes, member of the State University of New York Senate Committee on Fine Arts.

(The above Resolution is proposed by Senator Harold Story.)

FACULTY SENATE
COUNCILS

Educational Policy:

Evan R. Collins, Chairman
Morris Berger ED 314
Earl Droessler D 105
Webb Fiser D 100
Eugene McLaren B 122
Catharine Newbold SS 325
Milt Olson D 108
Paul Pettit S/O
Edward Shaw HU 232
Clifton Thorne D 110

Faculty Affairs:

Robert Burgess
Esther Cook
Charles Graber
William Leue
Barbara Rotundo
Cathryne Sivers
Theodore Standing, *Chairman*
Charles Stokes
Paul G. Wheeler

Graduate Academic:

Webb Fiser, Chairman
Edgar Flinton *R. BARDUK*
Robert Allen
Fred Hanga
James Ives
Roy Klages
Donald Liedel
Edward Sipay
Susan Smith
Donald Stupper

Library:

Alice Hastings, Chairman
Shirley Brown
Alberto Carlos
Frances Colby
Earl Droessler
Webb Fiser
Richard Johnston
Hak-chong Lee
Martin Levey

Promotions & Continuing Appointments:

Webb Fiser, Chairman
Ralph Beaver
Ward Edinger
Arthur Ekirch
David Hartley
Vivian Hopkins
Richard Myren
Irving Sabghir
Harold Story

Research:

Earl Droessler, Chairman
William Clarkin
Robert Donovan
Robert Miller
John Overbeck
Reuben Rusch
Louis Salkever
Jack Smith
Henry Tedeschi

Student Affairs:

Clifton Thorne, Chairman
Neil Brown
Sorrell Chesin
Edith Cobane
Norma Essall
Ryland Hewitt
Janet Hood
Helen Horowitz
Robert Lanni
Thomson Littlefield
John Rosenbach
Clara Tucker
Lois 62566

Undergraduate Academic:

Webb Fiser, Chairman
Robert Andersen
Edward Berg
Harold Cannon
Jack Deeringer
Al Finkelstein
Arnold Foster
John Gunnell
Richard Kendall
O. William Perlmutter
R. Morris
Joan Schulz
Willard Skidmore

~~Councils are Senate Not Ready~~

Faculty Senate:

Senators
Executive Committee
Councils
Committees

Administrative Conference
Administrative Data Processing
Athletic Board
Art Coordination Committee
Budget Committee
Camp Board (Dipplkill - Mohawk)
Center for Economic Education - Advisory Committee
Committee on Foreign Study and Foreign Students
F. S. A. Board
National Defense Foreign Language Fellowships
Safety Committee
Student Awards and Opportunities for Advanced Study
University Bookstore *Advisory Board*
University Calendar Committee
University Committee on Placement
University Computer Committee
University Marshalls
Special Delegates and Representatives

Ad Hoc Committees:

Archives
Nursing Education

MEMORANDUM

To: Faculty Senate
From: Evan R. Collins

The Faculty Senate will hold its first meeting of the new academic year on Monday, September 26, at 4 p.m. in the Humanities Building, Room 39.

Please let this office know if your address is incorrect.

Evan R. Collins

9/20/66

MINUTES of the September 26, 1966, meeting of the Senate of the State University of New York at Albany.

The meeting was called to order by President Collins at 4 p m. in Humanities 39. The minutes of the May 31, 1966, meeting were accepted.

Professor Birr, representing the Executive Committee of the Senate, introduced the following resolution which was passed unanimously:

RESOLVED, that the Senate Resolution establishing the Council on Educational Policy be amended as follows:

Section 1 to read: "The Council shall consist of ten members..."

Section 1.5 to read: "the Vice-President for Management and Planning;"

Old section 1.5 to become new section 1.6.

The list of nominees for membership on Senate Councils prepared by the Executive Committee was then presented by Senator Birr who moved acceptance of the list of nominees. In answer to a question, it was stated that the term of office is that of one Senate year, from July 1 to June 30. The list of nominees was accepted unanimously.

Vice-President Fiser presented and commented on the Academic Plan Abstract of the State University at Albany taken from the 1966 Interim Revision of the Master Plan for the State University of New York. When the meeting was opened for comments and discussion, a number of Senators pointed out the errors in the list of degrees presently offered and those to be given in the future.

Senator Tibbetts announced that the agenda for the all University Senate meeting the third week of October is now being prepared and that all topics to be suggested for the agenda must be handed to him this week.

The meeting was adjourned at 4:45 p. m.

Respectfully submitted,

Ruth Schmidt, Secretary

Mon - 7th

FAC. SENATE

no mtg in Oct.

MEMORANDUM

To: Faculty Senate
From: Evan R. Collins

The Faculty Senate will hold its next meeting on Monday, November 7 at 3:30 p. m., in the Humanities Building, Room 39.

Evan R. Collins

ERC/sla
10/31/66

1. Report of the Executive Committee - Birr

Report on discussions at Executive Committee meeting
Nomination of Dr. Donald Stauffer to the Graduate Academic Council
Resolution on SUNYA's second representative to the SUNY Senate
Resolution re Mental Health "telethon."

2. Reports by Chairmen of Senate Councils

- ~~Undergraduate Academic Council - Dr. Fiser~~
- ~~Graduate Academic Council - Dr. Fiser/Dean Flinton~~
- ~~Student Affairs Council - Dr. Thorne~~
- ~~Council on Faculty Affairs - Dr. Standing~~
- ~~Council on Research - Dr. Droessler~~
- ~~Council on Promotions and Continuing Appointments - Dr. Fiser~~
- ~~Library Council - Miss Hastings~~

3. Discussion of Policies of the Board of Trustees -

*now
BUS.*

4. President's Report and "Question Box."

5. Other Business

*Nomination of Donald Stauffer -
Asst Prof. Eng.*

*busses entrance
emerging lane*

use of perimeter roads.

Agenda Proposed by

**Executive Committee of Faculty Senate
State University of New York at Albany**

November 7, 1966

1. Report of the Executive Committee

The Executive Committee will nominate an additional member of the Graduate Academic Council to replace Professor Maclean who declined to serve.

The Executive Committee will present the following resolution:

Whereas, the State University of New York at Albany is now entitled to two representatives on the State University Faculty Senate, and
Whereas, Professor James Riedel is serving as a representative of the GSPA and as a member of the Executive Committee of the Faculty Senate,
Be it resolved that Professor Riedel serve out his term on the Faculty Senate as the second representative of the State University of New York at Albany.

2. Reports by Chairmen of Senate Councils

Council Chairmen do not plan to present matters to the Senate for action, however, several councils will be able to report on the organization of Council committees and on some of their current activities.

3. Policies of the Board of Trustees

Ralph Tibbetts, Albany's representative to the State University Faculty Senate, reports that the Senate wishes reactions of faculty members to the new Trustees' Policies, particularly to the following sections:

Article II, paragraph 1 (n)
Article IX, Title C, paragraph 2
Article X, paragraphs 2, 4 and 5
Article XV, Title D

4. The President's Report and 'Question Box.'

The President has agreed to try holding periodic 'question periods' with the faculty similar to his weekly 'press conferences' with the students. Normally such 'question periods' will be open to the entire faculty, but this Senate meeting seems an opportune time to experiment.

5. Other business to come before the Senate

10 min in Oct.

Fac. Senate

MINUTES OF THE SENATE MEETING, November 7, 1966, in Humanities 39.

The meeting was called to order at 3:30 p. m. by President Collins. The minutes of the September meeting were approved.

AGENDA ITEMS

1. Prof. Birr reported that Executive Committee discussions had dealt with the following areas:

- 1) the proposed changes in the University policy on alcohol.
- 2) the problems in communication within the University community. Two solutions were proposed: a) a regular question period conducted by the President for faculty, b) the publication of a weekly calendar of events on the campus.
- 3) the decision not to extend an invitation to the University Senate committee on faculty governance to visit our campus this year.
- 4) the role of the Executive Committee and the degree to which it should act as a channeling agency. This matter will be discussed at greater length in procedures in order to bring other non-Senate councils and committees into the purview of the Senate.
- 5) the reported vacancies in faculty positions on the Central Council of the student government will be filled by Presidential appointment.

Prof. Donald Stauffer, Assistant Professor of English, was nominated by the Executive Committee as a member of the Graduate Academic Council to take the place of Professor Hugh Maclean who declined to serve. The nomination was seconded. The question was raised as to whether Mr. Stauffer as an Assistant Professor was a member of the Graduate Faculty, and it was pointed out that by the adoption of the Faculty By-Laws, the Graduate Faculty as a separate body was abolished. The appointment was then approved unanimously.

The Executive Committee moved that the following resolution be approved: Whereas, the State University of New York at Albany is now entitled to // two representatives on the State University Faculty Senate, and

Whereas, Professor James Riedel is serving as a representative of the GSPA and as a member of the Executive Committee of the Faculty Senate,

Be it resolved that Professor Riedel serve out his term on the Faculty Senate as the second representative of the State University of New York at Albany.

After discussion concerning the expiration date of Mr. Riedel's term of office and the possible simultaneous expiration date of the other Albany Senator's term of office, the resolution was approved. Mr. Riedel also becomes a member ex-officio of the local Senate.

Prof. Birr introduced the following resolution: Resolved, that the Faculty Senate approve in principle the SUNYA telethon for mental health. After the second, discussion centered about the following questions which were raised:

- 1) What is the relation of the telethon to the Community Chest and to the Campus Chest? None.
- 2) Who initiated the idea? Several students.
- 3) Will the University be contributing to the community in the areas in which it has a distinctive role or will this be merely a duplication of commercial enterprises? Various conflicting answers were given.

Senator Gardner moved that the motion be tabled in order to delay action until more information is received from the students planning the telethon. This motion was seconded and passed. Professor Eson reported that several members of the psychology faculty who have discussed the matter do not approve the principle of a telethon for mental health.

2. President Collins, as Chairman of the Council on Educational Policy, reported that the Council had been apprised of the proposed change in the alcohol policy on campus and that the Council had considered what its function should be and ways in which it might discharge that function.

Vice-President Fiser, Chairman of the Undergraduate Academic Council, reported that the Council had decided to study in depth the whole area of undergraduate education and that a weekend conference in spring on this topic is being planned for a group of faculty members. This proposal is part of a committee report not yet received by the Council. Another conference for Academic deans, division heads, and departmental chairmen is being planned.

Neither the Graduate Academic Council nor the Council on Promotions and Continuing Appointments submitted reports.

Vice-President Thorne reported that the old and new Student Affairs Councils had agreed upon the following organizational structure for the sub-committees of the new Council: Each sub-committee will have either five or six members. The administrator with professional responsibility in the area of the committee will be the executive secretary. Each committee will be chaired by a Council member who is a member of the teaching faculty. This chairman is to select one member for the committee from the faculty at large, selection to be approved by the Council. This member must not be from the same school or college as the Chairman. The students will choose one student for each committee through their organized student government channels. The committee chairman with the executive secretary will select the other members of the committee, subject to Council approval. The Council authorized the establishment of the following committees: Financial Aids, Student Residences, Student Conduct, and Student Government and Activities.

Professor Ted Standing, elected Chairman of the Faculty Affairs Council, reported that on October 17 the old and new Councils held a joint meeting, at which time an ad hoc committee was formed and charged with the responsibility of meeting with Vice-President Olson concerning the problem of the errors in computing TIAA contributions for the last academic year. The committee reports that Mr. Van Nortwick will provide each faculty member with a statement of the corrected contributions as soon as this information is available. The question of the possible amount of interest lost as a result of these errors was raised. In further action, the Council asked the old Social Board to continue serving until other committees of the Council are organized, and this ~~latter~~ group announced a series of Tuesday coffee hours for the faculty, to be held in the Faculty Lounge in the Humanities Building from 9:30 to 11:30 a. m. for three Tuesdays in November.

Senator Norton suggested that a sub-committee of the Faculty Affairs Council be formed to set up grievance procedures, to which Chairman Standing responded that this would be on the agenda for the next meeting of the Council. Dr. Fiser then recommended that a committee of this Council study the whole area of fringe benefits and make recommendations for improved benefits to the State-wide Personnel Policies Committee.

There were no reports from the Council on Research nor the Library Council.

3. Professor Tibbetts, Albany Senator to the State University Faculty Senate, explained the background of the changes in the Policies of the Board of Trustees circulated this fall. He stated that the Senate had been disappointed in the version which President Gould submitted to the Board of Trustees. Earlier, it had appeared that the President accepted the Senate version, but after the chief administrative officers of the various units had met and expressed strong opposition to certain provisions, President Gould then decided that he would make

revisions personally on the disputed sections. The late appearance of the Revised Policies, in October instead of in July, left Senators very little opportunity to collect faculty opinion on the revisions before the October Senate meeting.

Senator Tibbetts also outlined the points at which the Faculty Senate took exception to portions of the Personnel Policies and reported that this material for distribution to the whole faculty had already been in the hands of the Secretarial Pool for a number of days. President Collins raised the question as to the desirability of adding the statement "with due process" to Article xv, Title D, as suggested by the University Senate, an addition which might hinder the speedy disposition of a case to the detriment of a faculty member who for health reasons needed to be retired and be eligible for benefits immediately. Prof. Tibbetts pointed out that the due process provision would not be necessary if both the administration and the person involved agreed, but that the present wording allows for a non-benevolent interpretation. There seemed to be general agreement that the agenda for the next meeting should include a discussion of the Trustees policies.

NEW BUSINESS

Senator Hauser brought up the following matters:

1) Traffic lights are needed on Washington Avenue in the morning and on Western Avenue in the afternoon to allow University busses and other University traffic to enter and exit from the campus. He also suggested that a patrolman could be requested for those locations until lights can be installed, and that the merging lane is not marked as such and therefore does not contribute to safety. The matter will be brought to the attention of the proper administrative officers.

2) The Central Council approved the participation of University students in the College Bowl, and it asked Prof. Hauser to bring this matter to the Senate for faculty approval. He moved that the Faculty Senate go on record as approving in principle the participation of a group of students from the University in the College Bowl. (This will take place January 29.) The motion was seconded and approved.

3) Faculty attendance at teas and receptions given by various groups and organizations on campus has been very low, and in addition many faculty members do not even bother to reply to written invitations. Dean Morris concurred with this report, and Prof. Norton suggested that the Faculty Affairs Council's Social Board concern itself with this problem.

Prof. Eson reported that he is disturbed by the use of a rating sheet for students which asks questions about their grooming, etc., and wishes to have the Executive Committee assign this matter to the proper Council.

The amount of city traffic through the campus was cited by Prof. Colby as another area of concern.

Vice-President Fiser said that he hoped that the discussions and actions taken in the present meeting did not imply that the faculty must approve every student activity. Senator Norton concurred with this statement. Prof. Pettit raised the question as to why the College Bowl was approved so readily, whereas the Telethon was tabled.

President Collins stated that he had received the report of the review of our local faculty by-laws and that it was generally favorable. A series of worksheets were sent with the report. Some items not included in the by-laws which the committee suggests should be included are a preamble and provision for adequate distribution of minutes and the agenda.

Baum

Senator ~~Winn~~ asked why faculty were not informed about the proposed change in the policy on alcohol before the information was released to the press. A letter from the President to the faculty announcing the revision had been received by some members of the Senate before the meeting, but not by all because of slow mail service.

Because of the late hour, a motion to adjourn was accepted by the President who also agreed to remain longer to conduct the "question box" listed on the agenda for the meeting.

The meeting was adjourned and a number of Senators remained to discuss various matters with the President.

Respectfully submitted,



Ruth Schmidt
Secretary

Faculty Senate Meeting Report of the Executive Committee 11/7/66

1. Discussion of the proposed change in regulations relative to the consumption of alcoholic beverages.
2. Discussion of the problem of faculty communications
 - a. President will try a "Question Box" period akin to his weekly student press-conference
 - b. We have been talking with Van Dyck about the publication of a "conscientious calendar of events." This will apparently be developed & distributed to the faculty and beyond. But its success depends on the cooperation of various groups in reporting forthcoming events to the Public Information Office in time.
3. The Executive Committee indicated that it would not invite this year a visitation by the ~~KA~~SUNY Senate's committee on faculty governance; we feel that the operation of the new system is not sufficiently developed to make such a visit worthwhile.
4. Discussion of the degree to which the Executive Committee would act as a "committee on channels" and of the relationship of various other university-wide committees to the Senate and its Councils. This discussion will be continued.
5. The faculty is represented on the student Central Council. The President appoints such members and is making certain that these positions are filled.
6. Nomination of Donald Stauffer (English Department) to the Graduate Academic Council. (BA, Wesleyan, MA, Ph.D., Indiana. Now an assistant professor in his 3rd year. Specialty: American literature. He is teaching in the English department's graduate program.)
7. Resolution on Riedel and SUNY Senate.
8. Resolution on "Mental Health Telethon."

RESOLVED, that the Faculty Senate approve in principle the SUNYA telethon for mental health.

DISCUSSION: An executive committee consisting of Dr. C.C. Thorne, Mr. Neil Brown, and Dr. Paul Pettit from the faculty and administration and six students - Mr. Claud Price ^{outside}, Mr. Ray Cianfrini, Mr. Ed Langie, Mr. Jeff Mishkin, Mr. John Fotia, and Mr. William Cleavland - propose to conduct a "telethon" for Mental Health, probably in the late spring of 1967 when the Faculty-Student Center has been completed. The precise character of the "telethon" has not been determined, but the executive committee hopes to achieve three objectives:

(1) Educational objectives. The project should educate many people within and outside of the University community about mental health. The individuals involved in the project directly should be able to put to use the knowledge they are gaining in the institution and learn something about the University as well.

(2) Unification of the faculty-student relationship. The committee hopes that faculty and students working together on a project of this kind will gain a new awareness of each other and of each other's problems and concerns.

(3) Service to the community. The committee argues that such a project will exemplify the three major areas of University concern: research, education, and service to the community. The committee hopes to use the "telethon" to raise money for the Mental Health Foundation here in Albany.

Thus far the project has been approved by Central Council, the student governing body. The University Council has cleared all legal questions. The committee seeks the approval of Faculty Senate in order to make the project an "official", all-university project.

If the Senate passes this resolution it will demonstrate its approval of the project but will in no way commit the faculty to any particular kind of participation or support.

Mr. Fotia came to me with the proposal last week, too late for discussion by the Executive Committee of the Senate. I promised Mr. Fotia that I would bring a resolution before the Senate, though with no assurances of Senate approval.

November 7, 1966

Kendall Birr
Kendall Birr

MEMORANDUM

To: Members of Faculty Senate

From: Evan R. Collins

The next meeting of Faculty Senate will be held on Monday, December 5, at 3:30 in Lecture Room 2. Attached is the agenda proposed by the Executive Committee.

**ERC/sla
11/29/66**

AGENDA

1. Reports of Committees and Councils

Executive Committee of the Senate - Dr. Birt
Undergraduate Academic Council - Dr. Fiser
Graduate Academic Council - Dr. Fiser
Student Affairs Council - Dr. Thorne
Council on Research - Dr. Droessler
Council on Faculty Affairs - Dr. Standing
Council on Promotions and Continuing Appointments - Dr. Fiser
Council on Educational Policy - President Collins
Library Council - Miss Hastings

Council chairmen will endeavor to get any proposed resolutions into the hands of Senate members before the meeting.

2. Old Business

"Mental Health Telethon." The Executive Committee proposes the following resolution:

RESOLVED, that the Senate, in accord with established faculty policy toward the fund-raising activities of health agencies, or other individual agencies, neither approves nor disapproves of the proposed "Mental Health Telethon," and that faculty members may feel free individually to respond to the telethon as they will.

Revised Trustees Policies. Senators are referred to Dr. Tibbetts' report on moot provisions of the revised Trustees Policies and will have an opportunity to offer such comments and suggestions as they wish.

3. New Business

Proposed revisions in the Policies of the Board of Trustees:

The Executive Committee proposes the following resolution:

RESOLVED, that the Senate of the State University of New York at Albany approve the proposed amendment to the Policies of the Board of Trustees, Article VII, Title B, Sections 1, 2, dealing with the composition of the Faculty Senate of the State University of New York.

President Gould and the Board of Trustees have approved amendments to the Policies which in effect provide for multiple representation from units of the State University with large faculties. Before these amendments can become effective, however, they must be approved by the faculties of three-fourths of the State-operated units and contract colleges. Under our by-laws, the Senate would seem to have the power to make this decision for Albany's faculty.

Election-day arrest of Albany students: Individual Senators propose to introduce a resolution relative to the arrest of several Albany students on Election Day.

Facilities in the Faculty-Student Center: President Collins will describe facilities in the Faculty-Student Center with particular emphasis on faculty use.

MINUTES OF THE SENATE MEETING ON DECEMBER 5, 1966

The December meeting of the Senate was called to order by President Collins at 3:35 p. m. in Lecture Room No. 2. After a substitution of the name Baum for Wimm (p. 4, line 1 of the minutes), the minutes of the November meeting were approved as corrected.

Reports of Committees and Councils

The Report of the Executive Committee given by Chairman Birr included the following items:

- 1) As a result of a misunderstanding, the two members to be nominated by the Executive Committee for the committee on revision of the alcohol policy had in fact been nominated by Drs. Birr and Thorne.
- 2) Copies of resolutions to be considered by the Senate should be distributed before the meeting if at all possible.
- 3) Prof. James Riedel was welcomed as a new member of the Senate.
- 4) A reply by the Executive Committee will be sent to the University Senate Committee on Faculty Governance.
- 5) The question raised by Prof. Eson at the last meeting has been referred to the Student Affairs Council for a report at the January meeting.

Vice-President Fiser reported that the Undergraduate Academic Council hopes to select by the next meeting of that Council the members of the special committee to study the whole undergraduate program. In his report from the Graduate Academic Council Dr. Fiser said that our campus will be receiving the regular visit of the State Education Department next week. He further informed the Senate that the Department has eliminated the system of continuing registration of programs and that the notification of this visit, and particularly of the request for vita sheets on faculty, came so late that some faculty have not yet received the data sheets.

Dean Gardner suggested that this instance points up the need for keeping up-to-date files on faculty, particularly at the departmental level. Dean Flinton said that several sub-committees of the Graduate Academic Council are presently working on problems which were under study last year also, such as the language requirement in the Ph. D. and certain M. A. and M. S. programs, and the steps necessary for candidacy.

Dr. Fiser stated that the increase in the number of NDEA fellowships allocated to Albany (from 6 in 1966-67 to 26 in 1967-68) raises Albany from 139th to 88th in the nation in number of fellowships awarded. To Professor Birr's question as to whether any decision had been made as to the number of freshmen and transfer students to be accepted for the fall of 1967, Dr. Fiser answered that the Academic Deans are now working on this matter and that the rough figures indicate that about 150 more freshmen and about 200 additional transfer students will be accepted. Prof. Birr pointed out the need for departmental chairmen to know these figures very soon in order to be able to complete schedules of classes for the fall.

There was no report from the Council on Promotions and Continuing Appointments. Chairman Birr asked if the Council was not required to recommend to the President persons for continuing appointment from the group whose term appointments expire in June of 1967 and if these persons were not to have been notified by December 1st if their appointments were not to be renewed. Dr. Fiser said that there is some confusion now, that the present policy with its February 15th date is presently in force, but that after January 1, 1968, the new dates and provisions will be operative. Those whose terms expire in June of '68 should be considered by the Council next spring.

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In the absence of Vice-President Thorne, Senator Neil Brown reported from the Student Affairs Council that at the November 28th meeting the following members of the teaching faculty had been approved as chairmen of the sub-committees indicated:

Edith Cobane - Student Government and Activities
Helen Horowitz - Financial Aids
Jack Rosenbach - Student Conduct
Clara Tucker - Student Residences

The Council also voted not to organize other sub-committees at present, but to hear first from the various officers involved in Student affairs as to what further committees are needed.

Vice-President Droessler announced that the organizational meeting of the Council on Research will be held next week.

Professor Standing reported that at the November 14 meeting of the Faculty Affairs Council the following items had been considered:

- 1) The question was raised as to whether or not the minutes of the Council should be circulated beyond the Council membership.
- 2) A continuing committee on the Faculty Handbook was authorized. Prof. Colby agreed to continue to serve as editor and with her, Profs. Rotundo and Adams form the nucleus of the committee.
- 3) The members of the old Social Board were reappointed. Mr. McKinnon declined to serve as chairman and Prof. Silvers agreed to take the chairmanship. This committee's activities include a Christmas tea in the Dutch Quad and a ski club subsidized by faculty funds. Ted Wetzel is the organizer of this interest group.
- 4) An ad hoc grievance committee consisting of Professors Leue (Chairman), Stokes, Flierl, and Seory was appointed.

Chairman Standing reported that the Council had expressed no opposition to the sending of their minutes to the Chairman of the Executive Committee of the Senate, but that the request to send the minutes to the Public Relations Office had been received with some reservations. A lengthy discussion ensued over the possible desirability of wider distribution of the minutes of Senate Councils.

Senator Norton moved that the minutes of Council meetings be filed in the library for faculty use, and that copies be sent to the Chairman of the Executive Committee and to the Public Relations Office. Motion seconded.

Professor Leue proposed an amendment which would delete the first and third provisions and provide for sending the minutes to the Executive Committee only. This body would then direct the disposition of said information. The amendment was seconded and subsequently defeated 22 to 20.

A discussion ensued on the distinction between minutes and reports, and after additional debate, Prof. Eson moved that the Executive Committee concern itself with this issue and bring a report to the Senate. Motion seconded and passed.

President Collins reported that the Council on Educational Policies at its last meeting had addressed itself to a consideration of the ultimate character and quality of this institution and had discussed the goals of public and private universities, using these terms not in reference to the source of funds, but according to the way in which institutions are regarded by the individuals within them.

Senator Hastings, University Librarian, related that the Library Council had discussed the function of the Council and the type or types of libraries to be obtained for this institution in the future. She moved the adoption of the following resolution:

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WHEREAS the rapid development and expansion of academic programs at the State University of New York at Albany has outstripped the expansion of its library facilities; and

WHEREAS the lack of library facilities has proved to be a handicap in the recruitment of faculty; and

WHEREAS the lack of library facilities has sometimes proved to be a deterrent to the awarding of Doctoral fellowships to this institution; and

WHEREAS by the standard of a formula for estimating the size of minimal adequacy of the collections of senior college and university libraries, based on the programs offered, this institution should include 674,587 volumes in its library in 1966 and 1,224,236 volumes in 1970; and

WHEREAS in a study of quality in graduate education, the bottom 20 institutions among 106 surveyed had libraries ranging from 125,000 to 1,000,000 volumes, averaging 465,000; and

WHEREAS the number of volumes in the University Library as of April, 1967, will be 300,000, therefore be it

RESOLVED, that the members of the Faculty Senate of the State University of New York at Albany support the University Administration's request that extraordinary support be given to the library budget for the provision of books and other library materials, personnel, space, and equipment; and that this extraordinary support be provided until such time as the library collection has reached a level comparable to that found in a first class university library.

After a brief question period, the resolution was passed unanimously.

Old Business.

Chairman Birr moved the adoption of the following resolution from the Executive Committee:

RESOLVED, that the Senate, in accord with established faculty policy toward the fund-raising activities of health agencies, or other individual agencies, neither approves nor disapproves of the proposed "Mental Health Telethon," and that faculty members may feel free individually to respond to the telethon as they will.

Motion seconded. Among the questions raised were these: What is the reason for the phrase "in accord with established faculty policy"? Would the adoption of this resolution establish the policy of the neutrality of the faculty in such cases? Is any person in the University Community free to raise money for any cause? This last question was answered in the affirmative and the following current example was given: Professor Zitelli is organizing a drive to collect funds for the city of Florence.

Dean Parlmutter proposed to amend the motion by changing the last comma to a period and deleting everything following. Amendment seconded and passed.

Dean Morris moved that the Executive Committee collect and present all current policy for review by the Senate and its adoption or changing of these policies. Since a motion was on the floor, this was ruled out of order.

After considerable additional discussion of the motion on the floor, Prof. Eson moved that it be amended to read: . . . policy, vis à vis programmed student activities, neither . . ." This amendment was seconded and defeated.

Dean Parlmutter moved a substitute motion to empower the Chairman to inform students of the feeling of the Senate on this matter without the passing of a formal resolution. This motion was seconded and adopted.

New Business

1. Chairman Birr, representing the Executive Committee, moved the adoption of the following resolution:

RESOLVED, that the Senate of the State University of New York at Albany approve the proposed amendment to the Policies of the Board of Trustees, Article VII, Title B, Sections 1, 2, dealing with the composition of the Faculty Senate of the State University of New York.

Senator Gardner asked whether it was possible for the Senate to act for the faculty. Prof. Birr responded that it was the opinion of the Executive Committee that the Senate is indeed empowered to act for the faculty in all matters not exclusively reserved by the faculty in the by-laws. The resolution was adopted unanimously.

2. Senator Norton moved the adoption of the following statement:

On Election Day, seven University students along with 13 other people were arrested by Albany Police while picketing in downtown Albany. These pickets had been advised by the Office of the State's Attorney General that their action was unquestionably legal provided access to the polls was in no way obstructed (as it was not).

The males in the group were handcuffed, and were detained in jail cells for some hours; after the charges were withdrawn, all twenty were brought before Judge Segal, who reprovved them severely, as though they were guilty of some illegal act.

A public call has been made for explanation or justification of the arrest and of this reprehensible treatment of the citizens involved, but none has been given.

Therefore, the Senate of the State University of New York at Albany expresses its indignation at this infringement of the civil liberties of its students and others, and ~~urges that a public apology be made to those involved.~~

After the second, Professor Leue spoke against the statement as being contrary to the policy of the Senate just discussed and as setting a dangerous precedent of approving or disapproving an issue on moral grounds. Senator Colby spoke in favor of the motion, pointing out that the approval of the motion would not mean necessary approval of the initial action of the students, but rather a protest of the abridgement of their civil rights by the authorities. The Senate would be registering a protest over the public lecture delivered to the students.

Prof. Pettit suggested that the last clause be omitted from the statement and Prof. Miller supported this suggestion. Prof. Riedel spoke in favor of the motion, pointing out that such a stand on the part of the Senate would strengthen President Collins's hand in speaking to the local officials and emphasize that the faculty stands squarely behind the students' exercise of academic freedom. Dean Myken questioned the wisdom of the students in not having informed the local officials as well as the Attorney General's office of what they planned to do. President Collins cited the massive demonstration staged by the students a number of years ago, at which time cooperation was given them by city officials.

Senator Beaver moved that the motion be amended by deleting the last clause "and urges that a public apology be made to those involved." After the second, Prof. Colby spoke against the amendment. Senator Eson asked the President what his personal reaction was. President Collins responded that the action of the Senate would probably not have much effect one way or another, that passing this resolution would neither strengthen nor weaken his hand in dealing with the city officials. The amendment to delete the last clause was passed.

... again spoke against the main motion opposing it on the grounds that it would not contribute to establishing a neutral, permissive atmosphere in which students can try many things. The question having been called for, the motion was passed with one dissenting vote.

The President stated that the original plans for the Faculty-Student Center called for a faculty lounge 40 x 20 on the first floor, connected by an inner stairway to the faculty dining room 40 x 60 on the second floor. There are also two conference dining areas which can be further divided and table service will be provided for the whole dining room. He stated that faculty seemed to be most interested in dining facilities for the five weekday lunch periods.

Dean Korman has said that the opportunity for faculty members to lunch together is very important, and suggested that some persons with expert knowledge in the area try some experiments first on the use of the available space, and then after a few months, that the disposition of the space be reviewed by the Senate.

Senator Neil Brown, in response to a question, indicated that there have been no decisions as to how the space is to be used, but that by the second week of January or soon decisions must be made.

Dean Perbattler recommended that President Collins be empowered to appoint a committee to deal with this matter, and that this subject be discussed at a future meeting of the Senate. Prof. Standing indicated that more questions had been asked about the faculty dining facilities than on any other topic within his Council's responsibility.

No definite action was taken on these proposals and the meeting was adjourned at 5:40 p. m.

Respectfully submitted,

Ruth Schlot

Ruth Schlot, Secretary

Senate 1966

REPORT OF THE CHAIRMAN OF THE EXECUTIVE COMMITTEE

12-5-66

- (1) Names of Council and Committee members submitted to Campus Courier - are being published in installments. No names as yet from Committees of the Student Affairs Council.
- (2) Standing and Littlefield included from Senate on committee to ~~establish~~ submit rules regarding the use of alcohol on campus to the President. These were not officially nominated by the Executive Committee because of a communications snarl.
- (3) Creation of Agenda
 - (a) Any resolutions should get to the Senators in written form before the meeting
 - (b) Please let me know if you wish any particular item placed on the Senate agenda.
- (4) Welcome Riedel as Senate member
- (5) Executive Committee will reply to Report of SUNY Senate Committee on Faculty Governoance - may recommend a few modifications in By-Laws.

Repts Chairman of Ex Committee of Senate

- (1) Names of Council & Committee Members submitted to Campus Council - No names as yet for Committee of Student Affairs Council
- (2) Committee on Rules regarding Plots in Campus: Standing & Littlefield included - but NB midday in Room.
- (3) Creation of Agenda:
 - (a) Any resolutions brought get to Senate's committee from Sept this Monday
 - (b) Please let me know if you wish any particular item placed on the Senate agenda.
- (4) Welcome James P. Dick as a member of Senate.
- (5) Ex Committee will reply to Report of 2007 Senate Committee on Faculty Governance - may recommend a few amendments to Bylaws

I move the adoption of the following statement:

On Election Day, seven University students along with 13 other people were arrested by Albany police while picketing in downtown Albany. These pickets had been advised by the Office of the State's Attorney General that their action was unquestionably legal provided access to the polls was in no way obstructed (as it was not).

The males in the group were handcuffed, and were detained in jail cells for some hours; after the charges were withdrawn, all twenty were brought before Judge Segal, who reproved them severely, as though they were guilty of some illegal act.

A public call has been made for explanation or justification of the arrest and of this reprehensible treatment of the citizens involved, but none has been given.

Therefore, the Senate of the State University of New York at Albany expresses its indignation at this infringement of the civil liberties of its students and others, and urges that a public apology be made to those involved.

Joseph L. Norton

JLN:CDS

Dr. Bin

Suggested Resolution
to be Presented to Faculty Senate by Library Council

WHEREAS the rapid development and expansion of academic programs at the State University of New York at Albany has outstripped the expansion of its library facilities; and

WHEREAS the lack of library facilities has proved to be a handicap in the recruitment of faculty; and

WHEREAS the lack of library facilities has sometimes proved to be a deterrent to the awarding of Doctoral fellowships to this institution; and

WHEREAS by the standard of a formula for estimating the size of minimal adequacy of the collections of senior college and university libraries, based on the programs offered, this institution should include 674,587 volumes in its library in 1966 and 1,224,236 volumes in 1970; and

WHEREAS in a study of quality in graduate education, the bottom 20 institutions among 106 surveyed had libraries ranging from 125,000 to 1,000,000 volumes, averaging 465,000; therefore be it

RESOLVED, that the members of the Faculty Senate of the State University of New York at Albany support the University Administration's request that extraordinary support be given to the library budget for the provision of books and other library materials, personnel, space, and equipment; and that this extraordinary support be provided until such time as the library collection has reached a level comparable to that found in a first class university library.

WHEREAS, the number of vol. in the U. Lib. is 4-1-67
like is 300,000,

To: Faculty Senate
From: Evan R. Collins

The next meeting of the Faculty Senate will be held on Monday, January 9 at 3:30 p. m. in Humanities 137.

ERC/sla
1/4/67

Meeting of the Faculty Senate

January 9, 1967, 3:30 pm HU 137

AGENDA

1. Reports of Committees and Councils

Executive Committee of the Senate - Dr. Birr (Report attached)
Undergraduate Academic Council - Dr. Fiser (Report attached)
Graduate Academic Council - Dr. Fiser (Report attached)
Student Affairs Council - Dr. Thorne
Council on Research - Dr. Drossler
Council on Faculty Affairs - Dr. Standing
Council on Promotions and Continuing Appointments - Dr. Fiser
Council on Educational Policy - President Collins
Library Council - Miss Hastings

2. Old Business

Distribution of Committee and Council Reports: The Executive Committee presents the following resolution:

RESOLVED, that the Standing Committees and Councils of the Senate be requested to submit regular written reports to the Senate. Standing Committees and Councils shall

- 1 submit copies of such reports to the Office of the President far enough in advance of regular Senate meetings to be sent to Senators with the meeting announcement and agenda;**
- 2 submit a copy of such reports to the Public Information Office with the understanding that no action will be taken on such reports until after the Senate has acted.**

3. New Business

Resolutions relative to the establishment of policy in the area of athletics. (Resolutions attached.)

Senate 1967

MINUTES OF THE SENATE MEETING ON JANUARY 9, 1967

The meeting was called to order in Humanities 127 at 3:35 p. m. The minutes of the December 5th meeting were approved. Since the Executive Committee as well as some of the Councils had submitted written reports which were circulated to all Senators with the notice of the meeting and the agenda, Prof. Birr proceeded directly to the items to be acted upon by the Senate. He moved, and it was seconded, that the two following resolutions be adopted:

RESOLVED, that the Student Affairs Council or its appropriate Committee be responsible for dealing with the non-academic problems of foreign students at this institution.

RESOLVED, that the Senate create a standing Committee on Foreign Study.

- 1 The Director of International Programs shall be the Chairman of the Committee;
- 2 The Chairman shall, in consultation with the Chairmen of the Undergraduate and Graduate Academic Councils, appoint the members of the Committee;
- 3 The Committee shall concern itself with
 - 3.1 the academic programs and problems of foreign students at this institution;
 - 3.2 academic programs involving study abroad;
 - 3.3 such other academic problems in this area as seem appropriate;
- 4 The Committee shall be responsible to both the Undergraduate and Graduate Academic Councils.

Discussion of the first resolution followed. Vice-President Thorne questioned whether the resolution was necessary, since the May 26, 1966, memorandum from the Executive Committee had stated that international students were included in the list of responsibilities of the Student Affairs Council. The first resolution was withdrawn.

Discussing the second resolution proposed, Prof. Skidmore suggested that since the Director of International Programs, because of the duties of his position, is often out of town, it might be better to have another person act as chairman of the Committee on Foreign Study. Questioned as to who is the Director of International Programs, the President stated that John Slocum has this title and also explained that he reports to the President, and is the liaison officer between the faculty at Albany and Planting Fields. Prof. Gardner asked if this resolution was not an attempt to change the job description of the Director of International Programs. Prof. Gardner later moved to table the resolution. This motion was seconded and approved 25 to 14.

Senator Norton, referring to the first page of the Executive Committee report, stated that although the Executive Committee was not at the present time making any recommendations concerning the committees not currently related to the Senate (beyond those embodied in the resolution just tabled), he was still concerned with the question of how faculty members on the FSA and University Bookstore Advisory Board are chosen, and may propose some action at a later date. Vice-President

pointed out that the Camp Board has jurisdiction over Dippikill only, since the property was bought by the students, and that the Mohawk Property is owned by

Vice-President Fiser announced that Prof. Berger finds it impossible to serve on the Special Committee on Undergraduate Education. Dean Deeringer, responding to a question of whether the request for additional appeal bodies mentioned in the Report of Action Pending of the Undergraduate Academic Council means that we are moving toward dividing the admissions process into School or College operations, stated that we may move toward the colleges recommending policy to the Admissions Committee, but that a split into college admissions would be a matter for the Senate to decide. Prof. Eson inquired as to whether or not rejected students are informed of the appeals possibility, and it was stated that information on the appeals procedure is available to anyone requesting it, but that no mention of it is made in the letter sent to a student turned down for admission.

President Collins turned the chair over to Prof. Birr at this time. Vice-President Thorne gave an oral report from the Student Affairs Council on work in progress at the committee level; these items included: revision of the present system of student evaluation by resident assistants, a study of women's dormitory hours, an evaluation of the new student government system, the possibility of student government for graduate students, a review of the constitutions of Pan Hellenic Council, Inter-Fraternity Council and Inter-Sorority Council so that these organizations can be chartered, and the proposal that an entry such as suspension-disciplinary be removed automatically from the student's records at the end of the period of suspension. Dr. Thorne also reported that a committee of the Student Affairs Staff is working on a proposal concerning student records.

Vice-President Droessler reported that the Research Council plans to prepare a conflict-of-interest statement which will be both personal and institutional.

Prof. Standing reported that the Faculty Affairs Council at its December 22 meeting had named a new ad-hoc committee on fringe benefits and that Dr. Burgess had been named Chairman. He expressed a concern reported to his Council that the second floor restaurant in the new Campus Center might be too expensive a place for faculty to lunch daily. Senator Neil Brown discussed the dining facilities which will be available in the new Center. The ground floor will have a snack bar seating 285 and a cafeteria seating 500 while the second floor will have a more elegant restaurant, seating 184. The suggestion by Mr. Brown that part of the cafeteria could be reserved for faculty and that possibly table service could be arranged seemed to meet with general approval, but no poll was taken. Prof. Birr suggested that the Faculty Affairs Council work with Mr. Brown in devising a plan which will meet faculty needs and wishes.

Miss Hastings, speaking for the Library Council, said that the Council would be discussing Prof. Norton's letter about Xerox facilities and the matter of faculty studies and carrels. She announced two "joyful things": 1) that all four levels of the library will be in use second semester, and 2) that the library will have two receivers for facsimile transmission which will make ~~xxx~~ immediately available the periodical resources of many libraries in the state (including the New York Public Library).

Old Business

Prof. Knotts moved and it was seconded that the Senate adopt the following resolution presented by the Executive Committee.

RESOLVED, that the Standing Committees and Councils of the Senate be requested to submit regular written reports to the Senate. Standing Committees and Councils shall

- 1 submit copies of such reports to the Office of the President far enough in advance of regular Senate meetings to be sent to Senators with the meeting announcement and agenda;
- 2 submit a copy of such reports to the Public Information Office with the understanding that no action will be taken on such reports until after the Senate has acted.

The resolution was adopted. The Chairman stated that for Monday meetings of the Senate, the Councils should provide 70 copies of their reports by 9 a. m. of the preceding Wednesday and that if a Council has nothing to report, this information should be communicated to Miss Herzog in the President's office by the same hour.

New Business

The following resolution was moved by Prof. Tibbetts and seconded by Dr. Thorne:

RESOLVED, that the President be requested to establish a University Council on Intercollegiate Athletic Policy.

1. The Council shall be broadly representative of the University, including two student members selected by the student government, one official alumni representative, one member of the University Council, and five faculty members to be appointed by the President with the consent of the Senate. The Director of Intercollegiate Athletics shall serve ex officio.
2. The Council shall recommend to the President guidelines and broad policies for the development of intercollegiate athletics.
3. The Council shall report regularly to the Senate via the Student Affairs Council.

Prof. Leue suggested the following amendment which Prof. Tibbetts accepted as part of Section 1 of the original resolution proposed: "and five faculty members to be chosen by the usual nomination and election procedures of the Senate."

After some additional discussion of the resolution and indirectly of the substitute motion circulated by Prof. Littlefield which was never formally introduced, Prof. Skidmore moved that the motion be tabled. The motion to table was carried and the meeting was adjourned at 4:50 p. m.

Respectfully submitted,

Ruth Schmidt

Ruth Schmidt, Secretary of the
Senate

RESOLVED, that the Senate create a standing Committee on Foreign Study.

1. The Director of International Programs shall be the chairman of the Committee;
2. The Chairman shall appoint the members of this Committee;
3. The Committee shall concern itself with
 - 3.1 the academic problems of foreign students at this institution;
 - 3.2 academic programs involving study abroad;
 - 3.3 such other academic problems in this area as seem appropriate;
4. The Committee shall be responsible to both the Undergraduate and the Graduate Academic Councils.

RESOLVED, that the present managerial functions of the Athletic Board be assumed by a new Athletics Committee of the Student Affairs Council.

RESOLVED, that the President be requested to establish a University Intercollegiate Athletics Board.

1. The composition of the Board shall be determined by the President provided that
 - 1.1 there shall be a majority of faculty members, and
 - 1.2 the faculty members shall be appointed by the President with the consent of the Senate.
2. The Board shall recommend policy in the area of intercollegiate athletics to the President
3. The Board shall report regularly to the Senate.

RESOLVED, that the President be requested to establish an ad hoc Committee on Intercollegiate Football

1. whose members will be appointed by the President to represent all segments of the University community;
2. which shall recommend to the Intercollegiate Athletics Board and report to the Senate a policy on intercollegiate football.

December 16, 1966

Respectfully submitted,
Kendall Birr
 Kendall Birr, Chairman
 Executive Committee

Student Membership (estab. by SA.) raises funds by stud. fee. impractical to implement to be it now

Many people who are

REPORT OF THE EXECUTIVE COMMITTEE TO THE SENATE

January 9, 1967

The Executive Committee spent a good deal of time discussing the status of various University-wide committees which are currently outside the structure of the Senate. The Committee herewith reports its findings and, in some cases, specific recommendations.

The Administrative Conference and the Administrative Data Processing Committee clearly have no need to be related to the Senate. The Art Coordination Committee is concerned with the acquisition of works of art for campus. The F.S.A. Board governs the Faculty-Student Association, a non-profit membership organization engaged in numerous activities which are not directly supported by the State budget. It is an autonomous organization and must, by its nature, remain so. There are faculty members on the Board. The University Bookstore Advisory Board is precisely what its name indicates. It is, in effect, related to the F.S.A. Board, since the Bookstore is an F.S.A. operation. The Camp Board is a university-wide committee concerned with the operations of the Dippikill and Mohawk camps. The Advisory Committee of the Center for Economic Education provides liaison between the Department of Economics, the School of Business and the School of Education on the one hand and the Center on the other. The Student Awards and Opportunities for Advanced Study Committee is a "working" committee that assists Dean Deeringer in handling a variety of special awards for students and in providing sound information for undergraduates seeking opportunities for advanced study. The Safety Committee is an administrative group overseeing the kinds of problems its name suggests. The Budget Committee which formerly assisted in the formulation of the institutional budget has faded from the scene with the development of program budgeting. Last year there was an ad hoc Committee on Nursing Education; it seems to have served its function and will pass from the scene following the selection of a Dean for the program. Last year an ad hoc Committee on Archives concerned itself with preserving historical and other materials which might well be thrown out in the course of the move to the new campus. For the past couple of years the University Calendar Committee has looked into various proposals for modifying the academic year; it has expressed satisfaction with the current calendar and has recommended no change. The Executive Committee sees no pressing need for the continuation of this Committee and suggests that, should the institution need to reconsider the calendar, this might well be done through an ad hoc committee reporting to the Council on Educational Policies. At this point the Executive Committee sees no need for the Senate to take action on any of the above committees.

The Executive Committee has not yet fully considered certain other committees, notably the University Computer Committee, but will report on these at a later date. Meanwhile, the Executive Committee introduces the following resolutions dealing with athletics and foreign study:

RESOLVED, that the Student Affairs Council create a Committee on Foreign Students to deal with the special problems of foreign students studying at this institution.

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reported it was dealing
re plan prob*

RESOLVED, that the President be requested to establish a University Council on Intercollegiate Athletic Policy.

1. The Council shall be broadly representative of the University, including two student members selected by the student government, one official alumni representative, one member of the University Council, and five faculty members to be appointed by the President with the consent of the Senate. The Director of Intercollegiate Athletics shall serve ex officio.
2. The Council shall recommend to the President guidelines and broad policies for the development of intercollegiate athletics.
3. The Council shall report regularly to the Senate via the Student Affairs Council.

Table 0

The present Athletic Advisory Board, which came into being as the result of student action, will continue to perform its functions of budget preparation and supervision of intercollegiate athletics, within the guidelines and broad policies which are established. It will, as in the past, make its recommendations to the Vice President for Student Affairs.

It is suggested that the faculty members on the Board be appointed by the Council on Student Affairs.

Submitted by J. R. Tibbotts

January 3, 1967

On the assumption that Professor Tibbetts will move the adoption of the resolution he has submitted, I plan to move the substitution of the following:

RESOLVED, that the Senate establish a Council on Interscholastic Athletic Policy in accordance with the provisions of Article II, Section 6 of the Faculty By-Laws.

1. The Council shall be broadly representative of the University, including two student members selected by the student government, one official alumni representative, one member of the University Council, and five faculty members. The Director of Interscholastic Athletics will be a non-voting member ex officio.
2. The Council shall recommend to the Senate, for consideration by the President and transmission to the University Council, guidelines and broad policies for the development of interscholastic athletics.

Thomson H. Littlefield

Report on Activities of the Undergraduate Council

September 15 - December 31, 1966

* * * * *

Report of Action Taken

1. Asked the Committee on Honors and Independent Study to further investigate use of and problems related to advanced standing through the College Proficiency Examinations.
2. Established a Special Committee on Undergraduate Education charged specifically "to study the problems of and make recommendations for the revision of the structure of the undergraduate programs in the University." Members of this committee are Frank Kolnia, Eugene McLaren, Alfred Finkelstein, Audrey Kouvel, ~~and Mark Berger~~; ex-officio members are Dean Perlmutter and Vice President Fizer. A 25-member seminar group which includes six students is currently being named. The seminar group is to meet at intervals with the special committee "to discuss, criticize and analyze interim reports." Joint meetings are anticipated in mid-February, mid-May, and September, 1967. The Undergraduate Academic Council expects to receive the report by September, 1967, passing on its recommendation to the Senate early in the 1967-68 school year.

Report of Action Pending (Committee reports received but not acted upon)

1. Admissions Committee has recommended to the Council that the Early Decisions Program be discontinued with the applicants for 1968 (Class of 1972).
2. Admissions Committee has asked the Deans of the University College, College of Arts and Sciences, and School of Business to consider the formation of independent committees to act as appeal bodies for individuals denied admission by the Office of Admissions. The committee is recommending to the Council the adoption of this arrangement upon approval of the deans concerned.

1) Is this
more toward
School
Admissions
offices?
No??

2) Will Admissions
Committee continue
to supervise general
admissions standards?

JMD says perhaps yes - but up
to the schools & the Senate.

Webb S. Fizer

Report on Activities of the Graduate Council

September 15 - December 31, 1966

1. The Graduate Academic Council organized in meetings held in October. It has established the following three sub-committees of five members each:

**Committee on Admissions and Academic Standing
Committee on Curriculum and Instruction
Committee on Educational Policies and Procedures**

Each committee has five members. Each member of the Council serves one of the three committees. In addition, seven other members of the faculty have been invited to serve.

2. The Council has discussed in a general way the academic programs which will likely come before it during the year. Building needs, estimated enrollments and planning for graduate programs and students in 1974 have also been discussed.
3. The Council is currently reviewing the following doctoral programs:

**Educational Foundations (up for final review)
Atmospheric Sciences (ready for first review)**

4. The Council has the following revision of a doctoral program for consideration:

Biology

5. The Committee on Admissions has acted on two petitions and has others on its agenda.
6. The Committee on Curriculum and Instruction has the following projects on its active list:
 - a. Procedures and policies for admission to doctoral candidacy
 - b. Review of relationship of program and degree for the M.A. and M.S.
 - c. Procedures for the evaluation and formal acceptance of doctoral dissertations
 - d. Regulations concerning the number of copies of doctoral dissertations, paper, style, etc.
7. The Committee on Educational Policy and Procedures is now engaged in a thorough study of the procedures for examining doctoral students in foreign languages now in force including the arrangements currently in effect in the Graduate School of Public Affairs.

Webb S. Fiser

STATE UNIVERSITY OF NEW YORK AT ALBANY

To: Faculty Senate
From: Evan R. Collins

The next meeting of the Faculty Senate
will be held on Monday, February 6, in Humanities 137.

The agenda will be sent to you within a few days.

ERC/sln
1/27/67

MINUTES OF THE SENATE MEETING ON FEBRUARY 6, 1967

The meeting was called to order by President Collins at 3:33 p. m. in Humanities 137. The minutes of the January meeting were approved. Pres. Collins stated that if there were no objections voiced, the order of the agenda would not be strictly adhered to because Dean Flinton, who had an important item of business to present to the Senate, would of necessity arrive late to the meeting.

Prof. Birr referred to point 5 of the written Executive Committee Report, emphasizing that the Executive Committee stands ready to act as a committee on channels, to suggest methods of dealing with concerns submitted by any member of the faculty.

Vice-President Thorne commented on points 6 and 8 of the report of the Student Affairs Council which was distributed at the meeting. In response to a question about point 8, the removal of "suspension-disciplinary" from an undergraduate record, he stated that the "written request" of the student concerned would really be a reminder, not a request, to have this phrase removed from his record. It was not considered desirable to leave this action to the memory of the computer.

The written report of the Council on Research elicited no comment.

Prof. Standing said that although the Faculty Affairs Council had met in January, it had nothing new to report. He mentioned an inquiry as to the feasibility of a University ambulance service to take care of emergencies when the Health Center is not open, and the President stated that the Security Office is ready to provide emergency service at any time.

Vice-President Eiser reported that the Council on Promotions and Continuing Appointments had approved for continuing appointment all persons whose cases demanded decision this year. As mentioned in the written report, the Council will address itself to a discussion of the criteria for designating Distinguished Professors and Distinguished Service Professors, since no clear university-wide policy exists in this area. In response to Professor Birr's questions, it was stated: 1) that there is no necessary difference in salary between the titles Professor and Distinguished Professor, but that there may be differing budgeting procedures since the Central Office contributes a certain part of the salary of a Distinguished Professor; 2) that the Council at present applies the criteria of the Policies of the Board of Trustees regarding promotion to those persons recommended for continuing appointment as well, taking into consideration that scholarship should probably weigh more heavily as a factor at the University Centers than at the two- and four-year colleges, but that scholarship was also thought of in a broad way, to include the quality of teaching as well as publication.

There was no report from the Educational Policies Council nor the Library Council, but Miss Hastings made two announcements: 1) the policy statement on use of periodicals, stimulated by Prof. Norton's letter to the Council, is available (copies were circulated), 2) the second and third floors of the library are ready for use and although the first floor is still unfinished, the Library is open and welcomes faculty to see and use the new facilities. Replying to a question by Prof. Knotts, Miss Hastings said that the Council has not completed its plan for assigning graduate and faculty carries and that a questionnaire will be circulated in order to determine the needs.

Turning to Old Business, it was moved by Prof. Birr that the resolution relative to the creation of a standing Committee on Foreign Study be removed from the table. Dean Perlmutter spoke against the motion, favoring a year's delay in order for the institution to gain experience in international education. Dean Gardner also approved a delay since Mr. Slocum had not been consulted about the formation of a committee. Prof. Skidmore suggested that the formation of a new committee might hinder prompt approval of a study program in Spain. The motion to remove the item from the table was lost.

Dr. Fiser announced that the Undergraduate Academic Council had not met since the last Senate meeting, but that the special committee on undergraduate studies has been meeting and will have a progress report soon.

Prof. Bird asked for a report on the extent of theft on the new campus.

Dr. Fiser presented the report of the Graduate Academic Council and Dean Flinton moved the adoption of the proposed Ph. D. program in Foundations of Education which the Council had already approved. The motion was seconded. There were questions and comments from the floor of the Senate on the following topics: the initial specialization in American Education, the use of the term "comparative education," the need of a program such as this in training people for business careers, the common institutional background of five of the teaching staff, and the difference between the Ed. D. and the Ph. D. degrees.

Dean Perlmutter proposed that point 2. Language Requirement under III, p. 5, be amended to read: "A substantial knowledge of one foreign language and a reading knowledge of a second is required. A student whose research is of a quantitative nature must present a competence in the use of statistical procedures and a knowledge of electronic data processing." The motion was seconded, discussed, and defeated. He then moved that the phrase "or its equivalent" be added to the first sentence of point 3. Admission Requirements. This motion was also lost.

Prof. Birr moved that point 2 be amended by the substitution of this sentence for the present first sentence: "A reading knowledge of two foreign languages is required." This motion was seconded and passed.

The motion to accept the proposed program for the Ph. D. in Foundations of Education ^{as amended} was passed unanimously by voice vote.

Pres. Collins expressed his opinion that the Senate may well turn back to its Councils matters for reconsideration, but that it would be foolish to act as a Council itself, working out details in Senate meetings.

Vice-President Olson gave a brief report on the section of the Governor's budget which concerns this unit of the University. The Governor's request to the Legislature contains a 29% increase, amounting to a little over \$4,000,000, over last year's budget for Albany. The University itself had requested a 43% increase. Of the 87 new faculty positions requested, 73 would be provided for in the Governor's budget. Sixty-four new faculty positions will be required just to maintain the present 13.2 ratio. The Library budget has been cut very severely, and the need for a generous supplemental budget is thus even greater than when the Senate passed its resolution in support of the supplemental budget. The teaching faculty is expected to be increased from 510 to 583 and the total staff employed from 1551 to 1840 if the legislature approves the Governor's proposal.

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

Respectfully submitted,

Ruth Schmidt
Ruth Schmidt, Secretary of the Senate

MEETING OF THE FACULTY SENATE

February 6, 1967 3:30 pm HU 132

1. Reports of Committees and Councils

Executive Committee of the Senate - Dr. Bier
Undergraduate Academic Council - Dr. Piser
Graduate Academic Council - Dr. Piser - N.A. the attached
proposal for the Ph.D. in Foundations of Education
Student Affairs Council - Dr. Thorne
Council on Research - Dr. Drossler
Council on Faculty Affairs - Dr. Standing
Council on Promotions and Continuing Appointments - Dr. Piser
Council on Educational Policy - President Collins
Library Council - Miss Hastings

2. Old Business

Resolution relative to the creation of a Standing Committee
on Foreign Study

3. New Business

REPORT OF THE EXECUTIVE COMMITTEE OF THE SENATE

1. The Chairman of the Executive Committee will move that the resolution relative to the creation of a standing Committee on Foreign Study be removed from the table and will urge its approval.

2. The Executive Committee suggests that the motion relative to the establishment of a University Council on Intercollegiate Athletic Policy be left on the table. The President is eager to proceed with the appointment of a committee of this kind, and further discussion of the details of the proposal in the Senate will serve only to delay the establishment of such a committee. Professor Tibbetts, who introduced the original resolution, supports this action.

3. The Chairman of the Executive Committee will inform the Committee on Nominations and Elections of the necessity to hold Senate elections this coming spring. The University-wide elections may well be held at a general faculty meeting scheduled for February 20.

4. The Committee referred to the Council on Faculty Affairs the task of drafting a policy statement with regard to Faculty support of charitable organizations.

5. The Executive Committee stands ready to act as a "committee on channels"; it will be happy to suggest appropriate methods of handling faculty problems and concerns submitted by any member of the faculty. The Committee also wishes to emphasize that it is open to suggestions for the Senate agenda, suggestions originating with any faculty member.

Constance Binn

Report of Activities of the Graduate Council

January 1 - 31, 1967

1. The Graduate Council held two meetings in this period.
2. Standing Committees presented no formal recommendations.
3. The Council authorized the admission of an Academic Counselor in the University College to doctoral study in Education.
4. The Council admitted three students to candidacy for the Ph.D. in English, one for the Ed.D. in Curriculum and Instruction, and four for the Ed.D. in Educational Administration.
5. The Council approved a program in Educational Foundations for the Ph.D. It recommends the acceptance of the program to the Senate with an effective date of July 1, 1967.
6. Representatives of the Department of Earth and Atmospheric Sciences discussed its doctoral program in a joint meeting with the Council and the Committee on Curriculum and Instruction.

Webb S. Fiser

* * * * *

The Undergraduate Academic Council did not meet during January, so there is nothing to report.

* * * * *

Report of Activities of the Council on
Promotions and Continuing Appointments--September--January, 1967

The Council acted upon all the recommendations for continuing appointment which were received by January 19, 1967.

Several additional recommendations will be acted upon at the next meeting. In addition, at that time the Council will discuss the criteria for designating "Distinguished Professor" and "Distinguished Service Professor."

Webb S. Fiser

1/26/67

ANY INSTITUTIONAL CRITERIA
FOR PROMOTION OR CONTINUING APPOINTMENT?

1967
SUNY - Personnel
Policies

APPENDIX D

Personnel Policies Committee Report
to Faculty Senate, February 10, 1967

The Personnel Policies Committee met on January 13th, by itself and in joint session with the Executive Committee.

A statement of grievance previously heard by the Committee was reconsidered. The principals have been notified of the Committee's judgment. At present there are no statements of grievance before the Committee.

The recommendation of the President's Committee on Libraries was discussed. This states that "the ultimate solution to the problem of academic status for SUNY professional librarians is their complete integration into the teaching faculty with the appropriate ranks and titles." The Personnel Policies Committee recognizes the need of librarians and other professional appointees for job protection. At present the Committee is not in favor of recommending full assimilation into the faculty of all librarians. The Committee reached this position after considering the proliferation of non-faculty professional positions in the University. We believe that non-faculty professionals should have protection and privileges, and we believe that the needs of all the members of this group should be considered. The Committee passed a motion requesting the Vice President for Personnel to recommend a policy providing for job protection for non-faculty professionals.

The matter of emeritus rank was discussed. Extensive lists of nominees for emeritus rank have been submitted by some units. Also, requests have been made for the construction of offices and laboratories for holders of emeritus rank. The Personnel Policies Committee believes that the statement on emeritus in the Trustees Policies is sufficient. The Committee believes that local faculties should be involved in the process of recommending people for emeritus rank which recognizes extraordinary service. Because emeritus is a recognition of the extraordinary, some restraint in recommending is obviously necessary. The Committee recognizes that in a time of rapid expansion offices and laboratories may not be available for emeriti, but we believe that these facilities should be made available, governed by the statement in the Policies which calls for privileges where relevant and possible.

RWW:ds
2/9/67

To: Faculty Senate

From: Evan R. Collins

The next meeting of the Faculty Senate will be held on Monday, March 6, at 3:30 p.m., in Humanities 137.

The agenda will consist of Council reports and the opportunity for discussion of old and new business. The Undergraduate Academic Council will propose certain changes in the requirements for the baccalaureate, and the Graduate Academic Council will present one new masters program and one new doctoral program.

Evan R. Collins

ERC/bla
3/1/67

MINUTES OF THE SENATE MEETING ON MARCH 6, 1967

The meeting was called to order by President Collins at 3:30 p. m. in Humanities 137. The minutes of the February meeting were approved, and the Senate proceeded immediately to the reports from its Councils.

Vice-President Fiser, Chairman of the Graduate Academic Council, referred to the documents circulated previously and yielded the floor to Rean Flinton who moved the adoption of the Doctoral Program in Atmospheric Science. After the second, a number of Senators directed questions concerning the program to Dr. Gokhale, Chairman of the Department, and to Dean Flinton. The program then was approved by voice vote.

Prof. Berger moved that any new program be presented to the Senate as a recommendation without documentation and Prof. Standing seconded the motion. Senators Norton, Leue, Baum, and Knotts spoke against the motion. It was suggested that the Executive Council develop procedures for general discussion of these programs before Senate meetings. The motion was defeated by voice vote.

Prof. Hemerway asked to what level a department must go to have changes in graduate programs approved. Dean Flinton stated that changes have generally been taken care of at the Council level in the past, provided that the changes fit the general pattern approved. The Council has given Dean Flinton the authority to act for it in changes in the master's degree programs.

Senator Fingelstein moved that the Senate request the Graduate Academic Council to review the requirements of the Ph. D. degrees with special consideration to the language requirements and the oral defense of the dissertation. This motion was seconded and passed.

Dean Flinton reviewed briefly the steps taken in the development of the Master's Degree Program in Rehabilitation Counseling, including approval of the general plan by the Educational Policies Committee, the hiring of Sheldon Grand to develop the program, the approval by the curriculum committee and the faculty of the School of Education and by the Graduate Academic Council. He then moved the adoption of the degree proposal. After the second and a very brief discussion, the motion was passed by voice vote.

Dr. Fiser then proceeded with the report from the Undergraduate Academic Council, suggesting that it was not necessary to have a vote of approval for each item of the report. Prof. Skidmore pointed out that for clarity's sake, the words "a maximum of" should be omitted from paragraph 1a. There was some discussion of point 1b, and several Senators pointed out that the new provision would help considerably in the planning of programs for transfer students. There was no comment on part 1c.

Before the consideration of part 1d, the President reported that he had had an inquiry as to the right of a non-Senate faculty member to speak at a Senate meeting, and that although according to the By-Laws, the presiding officer as well as the Executive Committee or the Senate may invite such a person to participate in the discussion, he preferred to have the Senate express its wishes on this subject. Prof. Skidmore moved that the visitor be allowed to participate in this meeting and the motion was carried.

Part 1d of the Undergraduate Academic Council/^{report} was debated at length. Prof. Birr moved to delete paragraph d (2) and this motion was passed. Prof. Cummings was given the opportunity to speak to section d (1) and she spoke in favor of retaining the present requirement of six hours of history because of the unique nature of history in the curriculum. Prof. Knotts moved that part d (1) of the report be deleted, and this motion, after more discussion, was passed by a vote of 22 to 21. Prof. Winkelman voted for Dean Perlmutter in his absence and raised the question of his proxy vote in such a close contest. The matter of proxy votes was referred to the Executive Committee for clarification.

As clarification of the intent of part 3 of the Undergraduate Academic Council Report, the Chair stated that the word "should" in the statement that "two units of laboratory science should be presented by all candidates for admission" means that two units are advised, but not required. Prof. Norton moved that a statement be included in the catalog that two years of laboratory science are desirable for all candidates for admission. This motion was accepted.

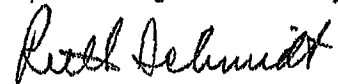
Vice-President Thorne presented the Student Affairs Council report dealing with the changes in hours for women, outlining the steps it had gone through up to this point. A motion to receive the report was passed.

In response to a question from a Senator, Dr. Thorne stated that elaborate machinery for the administration of this proposal has been developed, and that the final authority rests with the University Council which has delegated its powers to the President and the President in turn to the Vice President for Student Affairs. Dr. Thorne mentioned the acceptance ~~made~~ by various bodies of the report of the committee for a policy on alcohol on the campus and stated that the policy will be announced very soon by the President.

Prof. Birr announced that the next Senate meeting will be on the first Monday in April as provided for in the calendar.

The meeting was adjourned.

Respectfully submitted,



Ruth Schmidt, Secretary of
the Senate

REPORT OF ACTIVITIES OF THE UNDERGRADUATE ACADEMIC COUNCIL

February, 1967

1. The Undergraduate Academic Council has approved the following recommendations of the Undergraduate Curriculum Committee.
 - a. That the course hours required for the bachelor's degree be set at 120 hours minimum (excluding physical education) with the provision that each school may require up to a ~~maximum~~ of 124 course hours (excluding physical education). minimum
 - b. That the catalogue statement under item A(5) on page 48 and A(4) on page 50 of the 1966-67 Undergraduate Bulletin /referring to the 12-hour science-math requirement/ have added to it the statement "This requirement can be fulfilled by eleven semester hours if it includes a one-year sequence in science for eight semester hours." This would have no bearing on the number of hours required for graduation but would reduce the general liberal education requirements from 45 to 44 hours.
 - c. That in interpreting the requirements stated under item A(1), page 47 and page 49 of the 1966-67 Undergraduate Bulletin:
 - (1) The English Composition requirement is fulfilled by transfer students presenting two credit hours of English Composition, and
 - (2) The Speech requirement is fulfilled by transfer students presenting two credit hours of Speech.

This would not reduce the hours required for graduation but would reduce the number of hours in general liberal education required.

- d.
 - (1) That the Social Science requirement referred to (item A(4) on page 48 and item A(3) on page 50 of the 1966-67 Undergraduate Bulletin) read:
"Six semester hours in any one of the following: American Studies, Anthropology, Economics, Geography, History, Political Science, Psychology, or Sociology; and an additional six hours from any of the remaining areas.
 - (2) That the Social Science requirement be advised in terms of the wishes of the department in which the student intends to major.
- e. The Department of Speech and Dramatic Art be asked to provide methods through which a student may fulfill the speech requirement through proficiency.

Deleted
22-21

DELETED

2. The Council postponed action on a recommendation from the Undergraduate Curriculum Committee, pending a report from the Honors and Independent Study Committee, regarding the fulfillment of any general liberal requirements by Advanced Placement or Proficiency examination.
3. The Council adopted a report from the Admissions Committee regarding catalog copy changes from the 1966-67 catalog. One change proposed is that two units of laboratory science should be presented by all candidates for admission.
4. The Council approved, as recommended by the Admissions Committee, the establishment of ad hoc admissions committees within the University College, College of Arts and Sciences, School of Business, and any future undergraduate school or college, to serve as subcommittees of the Admissions Committee, subject to the policies established by the Admissions Committee, to act as appeal bodies for non-admitted candidates and to implement action on such matters brought up through the admissions office. The ad hoc committees are to be chaired by a member representing the Admissions Committee.
5. The Council approved the selection of seven faculty and seven students to serve as a seminar group to the Special Committee on Undergraduate Education. The seminar group is constituted as follows:

Special Committee:

1. Frank Kolmin
2. Eugene McLaren
3. Alfred Finkelstein
4. Audrey Kouvel
5. Webb Fiser
6. William Perlmutter

Students:

1. Frank Keyser
2. Victoria Swigert
3. Deena Gold
4. Susan Emborsky
5. Fred Childs
6. Michael Arcuri
7. Stephen Goldstein

Additional Faculty:

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Jack Deeringer 2. Robert Morris 3. Joan Schulz 4. Willard Skidmore 5. Richard Kendall 6. Harold Cannon 7. Edward Berg 8. John Gunnell 9. Arnold Foster 10. Robert Andersen 11. Mark Berger 12. Robert Miller | <ol style="list-style-type: none"> 13. Irving Sabghir 14. Katherine Keinig 15. Robert Donovan 16. Walter Knotts 17. William Hudson 18. Violet Larney 19. Richard Wilkie 20. James Mancuso 21. John Tucker 22. Warren Roberts 23. William Wilson |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

REPORT OF ACTIVITIES OF THE GRADUATE ACADEMIC COUNCIL

February 1-25, 1967

1. The Graduate Academic Council held two meetings in this period.
2. Standing Committees presented no formal recommendations.
3. The Council admitted six students to candidacy for the Ed.D., five in Educational Administration and one in Curriculum and Instruction and two students to candidacy for the Ph.D., one in Chemistry and one in French.
4. The Council approved a program in atmospheric science for the Ph.D. It recommends the acceptance of the program to the Senate with an effective date of July 1, 1967.
5. The Council approved a two-year program in rehabilitation counseling for the M.S. It recommends the acceptance of the program to the Senate with an effective date of July 1, 1967.
6. The Council approved a revision of the doctoral program in biology proposed by the Department of Biology. The proposal restructured the original program substantially. It provides for diagnostic examinations, committee advisement, extensive research requirements, early identification of the thesis research area, and requires laboratory assisting and teaching.

Webb S. Fiser

STUDENT AFFAIRS COUNCIL

REPORT TO FACULTY SENATE

March 6, 1967

Student Affairs Council took the following action on February 27, 1967:

That the Living Area Affairs Commission 'Proposed System for Women's Hours'--as modified by the Committee on Student Residences-- be approved by the Student Affairs Council; that this action be reported to the Faculty Senate; that the proposed system (as modified) be transmitted to President Collins for appropriate action and adoption if the implementation of this proposal is within the economic feasibility of the University at this time.

The Council noted that the Committee on Student Residences would reflect its modifications and Council's action to the Living Area Affairs Commission.

The following proposal was submitted by the Living Area Affairs Commission of the Student Association to the Committee on Student Residences, a Sub-Committee of the Student Affairs Council. It was reviewed by the Committee on Student Residences at which time certain changes were recommended. The proposal, with the recommended changes, was submitted to the Student Affairs Council on Monday, February 27, 1967 at which time the Student Affairs Council endorsed the proposal for changing women's hours.

The proposal is as follows:

1. Curfew hours for sophomore, junior and senior women are eliminated.
2. Curfew hours for freshman women are as follows:
 - a. First Semester: Sunday through Thursday 11:00 P.M.
Friday and Saturday Evenings 2:00 A.M.
plus
Six 3:00 A.M. hours which may be taken on
Friday or Saturday nights at the choice of
the freshman woman.
 - b. Second Semester: Sunday through Thursday 11:00 P.M.
Friday and Saturday Evenings 3:00 A.M.
3. Guests of residents will be subject to the same curfew system as their hostess.
4. Violations of the system will be referred to the appropriate court within the judicial structure of the Student Association.

3/1/67

To: Faculty Senate

From: Evan R. Collins

The next meeting of the Faculty Senate will be held on Monday, April 3, 3:30 p. m. , in Humanities 137.

The agenda will consist of Council reports and the opportunity for discussion of old and new business. Graduate programs in Educational Psychology and Economics will be discussed; the proposals will be distributed at the meeting.

Evan R. Collins

**ERC/sla
3/29/67**

Senate 1967

The meeting in Humanities 137 was called to order at 3:30 p. m. by President Collins. The minutes of the March meeting were approved.

Vice-President Fiser presented the report of the Undergraduate Academic Council, giving opportunity for discussion of Part II, Items recommended for adoption. To make clear the intent of Section A, "That any one of the General Liberal requirements can be fulfilled by Advanced Placement or Proficiency examination," the word "one" was omitted by general consent. Prof. Schmidt objected to the regulation reworded in Section E, speaking in favor of a return to the regulation in the 1964-66 bulletin which required a minimum grade of C for credit in required courses in the major and second field. It was suggested that since the section being considered was merely a rewording of the present policy, her suggestion should first be considered by the Council.

Dr. Fiser called on Dean Deeringer to explain the change of policy proposed under C which would permit a student to drop a course without penalty through the last regular class of the semester. Dean Deeringer said that the Committee on Academic Standing had proposed that the present 5-week limit for dropping courses without penalty be extended to the 9th week, but that the Council had voted, although not unanimously, to introduce the proposal presented in the report. A lengthy discussion on this proposal ensued, with many Senators expressing divergent views. Dean Perlmutter moved that this recommendation of the Council be returned for further study. This motion was seconded, discussed, and defeated. Prof. Riedel moved that the 9th week proposal be adopted as a compromise and agreed to accept the wording of the original proposal to the Council from the Committee on Academic Standing. Prof. Skidmore seconded the motion, and after some discussion, this motion was defeated. Dean Perlmutter then moved that the original proposal from the Council, allowing withdrawal from a course without penalty through the last day of class, be accepted. This was seconded by Prof. Schulz and the motion was passed by voice vote.

Dean Morris moved the acceptance of a, b, and c of Section D of the Council's report and the motion was approved. Dr. Fiser moved the adoption of Sections A and B of the report and this was passed with a few dissenting votes.

Dr. Fiser yielded the floor to Dean Flinton who presented the report of the Graduate Academic Council. Prof. Skidmore, referring to section 5 of the report, inquired as to who would be the "professor-in-residence" referred to in the report, since he knew of no one from the German Dept. who would be in residence in Wurzburg for the coming year. Dean Flinton reported that Prof. Winkelman would be in Germany for the beginning of the semester and at the end of the term to administer examinations and award grades. Prof. Berger raised the question of the political climate at the University of Wurzburg, an issue debated by the faculty in the past. Dean Perlmutter declined to outline the history of the political question. Both he and Pres. Collins reported that the faculty members who had objected strenuously to the Wurzburg site now were satisfied that the political situation would not be a deterrent to a program based in Wurzburg.

Dean Flinton presented the proposal for the master's degree in Educational Psychology and asked Prof. Rosenbach to comment on the proposal and assist in answering questions concerning it. Dean Flinton moved the adoption of the program and after a few inquiries, the motion was approved.

Dean Flinton then moved the adoption of the master's degree program in Economics in the College of Arts and Sciences, noting that it is proposed for a three-year period only. Questioned as to the similarity of this program to

that in Political Economy of the Graduate School of Public Affairs, Dean Clinton stated that it was hoped that by the end of the three-year period requested for this program either the two schools' programs would be joined or they would be differentiated more clearly. The motion was passed by voice vote.

Dr. Fiser, presenting the short report of the Council on Promotion and Continuing Appointments, stated that curriculum vitae are now being requested from persons being considered for continuing appointment.

Prof. Berr presented the report of the Executive Committee and moved that the Senate propose to the Faculty the following amendment to Article I, Section 6.14 of the By-laws, to bring this section into harmony with the Policies of the Board of Trustees. The last sentence of said article shall read: "The election shall be conducted by secret ballot and shall be decided by majority vote." This amendment was approved by the Senate for submission to the Faculty. The Senate also approved a second amendment for submission to the Faculty, which would add to Article II a Section 4.9: "The agenda shall be prepared by the Executive Committee of the Senate, provided that

4.91 any Senator shall have the right to place items on the agenda by submitting such items to the Chairman of the Executive Committee at least one week before the scheduled meeting;

4.92 the agenda for each meeting shall permit the introduction of new business at the meeting itself."

Prof. Berr then proposed the following resolution:

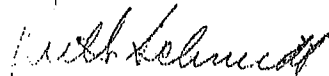
"RESOLVED, that the Senate, on behalf of the Faculty, delegate to each School and College the authority to recommend candidates for degrees, subject to the regulations of the Senate." The resolution was adopted.

Prof. Berr stated that the first sentence of the statement on proxies was from the Executive Committee and that the second sentence was his own statement of interpretation. Prof. Norton said that the unanimous opinion referred to in this part of the report reflected the opinion of those members present, but that he had been out of town, was in favor of some system of proxies, and would probably introduce a motion concerning them at some time in the future.

Consideration of the reports of the Council on Faculty Affairs and the Library Council was postponed until the May meeting. The Councils on Research, Educational Policies, and Student Affairs did not submit reports.

The meeting was adjourned at 5:15 p. m.

Respectfully submitted,



Ruth Schmidt, Secretary of the Senate

Faculty By-Laws: Last fall the Committee on Faculty Governance of the SUNY Faculty Senate sent to this institution an evaluation of our By-Laws. The Executive Committee appointed a sub-committee made up of Professors Birr, Knotts, and Tibbetts to review this evaluation. At its meeting on March 20, the Executive Committee heard part of its sub-committee's report and agreed to ask the Senate to submit to the faculty two amendments and to approve one motion itself.

The first amendment is designed to bring Article I, Section 6.14 into accord with the Policies of the Board of Trustees, Article VII, Title B:2. The Policies states that "the faculty of each State-operated unit and contract college shall by secret ballot and majority vote, elect their own representatives" to the state-wide Senate. Article I, Section 6:14 of our By-Laws provides that the state-wide Senator(s) shall be elected by plurality vote and does not indicate the kind of ballot.

AMENDMENT: Article I, Section 6.14 shall be amended so that the last sentence shall read: "The election shall be conducted by secret ballot and shall be decided by majority vote."

The second amendment, concerned with the Senate agenda, formally writes into the By-Laws a procedure that the Executive Committee has often recommended to the Senate as part of its working arrangements (see the report of the Executive Committee to the Senate, February 6, 1967); that is, that any Senator may place any item on the agenda for Senate meetings through the Executive Committee. The amendment would prevent any Senator from raising a point under new business nor does it imply any veto power in the Executive Committee.

AMENDMENT: Add to Article II Section 4.9: The agenda shall be prepared by the Executive Committee of the Senate, provided that

4.91 any Senator shall have the right to place items on the agenda by submitting such items to the Chairman of the Executive Committee at least one week before the scheduled meeting;

4.92 the agenda for each meeting shall permit the introduction of new business at the meeting itself.

The motion the Executive Committee submits to the Senate concerns the degree-granting power. In the debates over the By-Laws last spring there was considerable discussion of the location of the degree-granting power (or more accurately, the power to recommend for degrees). The disputes were ultimately abandoned by saying nothing about the power to recommend for degrees. Last June, the faculties of the various schools recommended students to the general faculty which in turn recommended the entire list for degrees. To make this matter clear, the Executive Committee proposes the following motion:

RESOLVED, that the Senate, on behalf of the Faculty, delegate to each School and College the authority to recommend candidates for degrees, subject to the regulations of the Senate.

Proxies: The Executive Committee unanimously agreed that since there is no provision in the By-Laws for proxies, no such arrangement should be permitted in the Senate meetings. If a Senator expects to be absent from a meeting, he may convey his views on pending matters through a fellow Senator or he may ask some other person to attend the Senate meeting and ask permission to speak.

Computer Committee: The Executive Committee considered the possibility of a Senate committee concerned with computer-assisted instruction and research but agreed that such problems fall clearly within the charge of existing councils (the Undergraduate Academic Council, the Graduate Academic Council, and the Research Council).

Undergrads Bm

REPORT OF ACTIVITIES OF THE UNDERGRADUATE ACADEMIC COUNCIL

March 1967

I. Reported for Information.

- A. The Council has asked the Honors and Independent Study Committee to prepare a proposal concerning the awarding of credit and/or advanced placement to be presented to the Council before the end of the academic year.
- B. The Council has approved the establishment of a standing committee on teacher education to improve communication between professional education personnel and the several departments offering preparation for secondary school teachers, to study current educational developments, and to initiate proposals for new and improved teacher education programs. The exact structure and composition of the committee is under consideration.
- C. The Council received a report from the Undergraduate Academic Standing Committee regarding cases and petitions heard and acted upon.

II. Recommended for adoption.

- A. That any ~~part~~ of the General Liberal requirements can be fulfilled by Advanced Placement or Proficiency examination.
- B. That the present policy (Undergraduate Bulletin, page 53, item 2c) which reads:

"A student must attain an overall "C" average in courses taken in the major and second field whether or not the courses were taken to satisfy requirement."

be changed to read:

"An over-all average of "C" or better must be earned for all courses taken in the discipline of a single-subject major or in the discipline of a single-subject second field, whether or not courses are used to satisfy specific requirements. An over-all average of "C" or better must be earned for those courses used to satisfy the requirements of a cross-discipline major or of a cross-discipline second field or of a combined major and second field."

- C. That the present policy (page 55, item 5b) which reads:

"A course may be dropped, with the approval of the student's academic advisor, without penalty prior to the close of the fifth full week of classes. After that date a grade of "Z" is assigned unless an exception is granted in accordance with policy established by the Committee on Academic Standing. No change from credit to

non-credit may be made after the close of the fifth full week of classes."

be changed to read:

"A course may be dropped after consultation with the instructor and with the approval of the student's academic advisor without penalty through the last regular class of the semester. After that date a grade of "Z" is assigned unless an exception is granted in accordance with policy established by the Committee on Academic Standing. No change from credit to non-credit may be made after the close of the last regular class of the semester."

D. That the present policy (page 55, item 7) which reads:

"A student leaving during any session or at the end of the session should personally process a WITHDRAWAL FORM obtained at the Student Affairs Office. If the student cannot appear in person, or if the withdrawal occurs when the University is not in session, the Student Affairs Office should be notified by letter. A statement of honorable dismissal is issued upon request to a student in good standing who withdraws following the outlined procedure."

be changed to read:

"a. A student leaving during any session or at the end of a session should personally process a WITHDRAWAL FORM obtained at the Student Affairs Office. If the student cannot appear in person, or if the withdrawal occurs when the University is not in session, the Student Affairs Office should be notified by letter.

"b. A student withdrawing from the University through the close of the last regular class of the semester is assigned a "W" for each course. A student withdrawing following that date is assigned a "W" or "Z" for each course in accordance with policy established by the Committee on Academic Standing.

"c. Generally, a statement 'Registration Terminated', is placed on the undergraduate record of those students who leave the University without completing the withdrawal procedure."

Webb S. Fiser

REPORT OF ACTIVITIES OF THE GRADUATE ACADEMIC COUNCIL

March 1-31, 1967

1. The Graduate Council held two meetings in this period.
2. The Council approved a program in Educational Psychology leading to a master's degree in the School of Education. It recommends the acceptance of the program to the Senate with an effective date of June 15, 1967.
3. The Council approved a program in Economics leading to a master's degree in the College of Arts and Sciences for a period of three years pending consolidation of the faculty in Political Economy of the Graduate School of Public Affairs and the Department of Economics of the College of Arts and Sciences. The Council stipulated, however, that before the program be presented to the Faculty Senate it receive the endorsement of the Joint Committee on Economics which is composed of economists in the Graduate School of Public Affairs, in the College of Arts and Sciences, and in the School of Business.

The Council concluded that the program is very much the same as the program in political economy and that the two programs not be continued beyond June, 1970 (except for students then enrolled) unless some substantial differentiation be introduced in the two programs.

The Council recommends the acceptance of the program to the Senate for a period of three years with an effective date of June 15, 1967. The program carries the endorsement of the Joint Committee on Economics as requested by the Council.

4. The Standing Committee on Curriculum and Instruction proposed a modification in the paper and reproduction requirements for the original and first copy of a doctoral dissertation.

The Council voted that the present regulations concerning technical requirements for the preparation and submission of the completed doctoral dissertation be continued except that:

- a. the original and carbon of the two required copies of the dissertation be typed with a black ribbon on 8½ x 11, 50% ragbond, 16 lb. white paper with red margins (4 sides, 1½" inner margin, 1" outer margins) or
- b. the original of the two required copies of the dissertation be typed with a black ribbon on 8½ x 11, 100% ragbond, 20 lb. white paper without margin lines (margins, 1½" inner margins, 1" outer margins) and the second copy be offset (Multilith), Xerox, or other method approved in advance by the Dean of Graduate Studies in consultation with the University Librarian.

c. The minimum number of required copies of the dissertation shall be two, and a department may specify more than that number if it wishes.

5. The Council voted to authorize the German Department to enroll and direct the study of qualified graduate students in a plan of study at the University of Wurzburg outlined below leading to a master's degree in German on an experimental basis for a period of two years.

The general plan is for graduate students in German to complete 6 credits in SUNYA graduate courses in German taught by Professor Winkelman during the Summer Orientation Session to be followed by study in advanced courses in German and supporting fields at the University of Wurzburg during the regular academic year. These courses will be advanced courses selected by the student in consultation with his adviser and approved by the adviser. They would be expected to approximate the work of a full-time student and for record purposes here be considered equivalent to 12 credit hours each semester. The "professor-in-residence" from the German Department of SUNYA will, with the advice of the local instructor, prepare and administer a final examination in each course at the end of each semester and assign a grade for the course.

The student will take the required major field examination in German upon return to this country.

Except that the study is to be completed entirely at Wurzburg, the usual graduate regulations, standards and requirements established for the degree remain in effect.

A formal evaluation report of the first year of operation of the program is to be forwarded to the Council during the fall semester at the end of the first year and an interim report evaluating the first semester of the second year of the program by March, 1969.

6. The Council voted to authorize the History Department to enroll and direct the study of qualified graduate students in a similar plan of study at the University of Wurzburg leading to a master's degree in history (with specialization in European History) on an experimental basis for a period of two years under the same general conditions. In addition to any other requirements for admission, applicants in this program must be competent in the German language.
7. The Council considered a policy affecting the transfer of credit to a master's degree for advanced study and research completed at special centers, institutes, and laboratories.

The Council voted that courses and research in biology completed (on the recommendation of the Department of Biological Sciences) at the Marine Biological Laboratory at Woods Hole, at the

Bermuda Biological Station, and at the Friday Harbor Station of the University of Washington be accepted for 6 hours of transfer credit applicable to an advanced degree in biology at SUNYA upon certification of successful work by the director of the unit or the instructor of the course except that when academic grade evaluations and credits are provided by the laboratory or station the usual transfer policies and academic standards apply. As is the case of all transfer credit arrangements, graduate students must be in academically good standing at the time the courses are taken to qualify.

8. The Council voted to authorize the Dean of Graduate Studies to approve in other graduate programs similar arrangements for transfer credit for advanced study and research in other academically qualified agencies at his discretion.
9. The Council revised the present policy concerning the number of credit hours required to be completed in residence for a one-year (30-hour) master's degree.

The Council voted that the required number of credits to be completed in residence for a one-year master's degree be reduced from the present 26 credit hours to 24 credit hours.

10. The Council voted that the new policies in #7, 8, and 9 above become effective June 15, 1967, and the additional transfer credits available to students currently engaged in one-year master's programs at SUNYA apply only to courses taken after the 1966-67 academic year.
11. The Dean of Graduate Studies, acting for the Council approved:
(1) a revision in the master's program in Biology. (The revision calls for a minimum of 6 hours in courses at the 300-level (old numbering system) in addition to BI. 311 and requires that 6 - 10 hours be earned in research reported in a formal thesis) and (2) a revision in the master's program in English which eliminated EN. 301 (Old English) and EN. 302 (Beowulf) as required courses.
12. The Council considered procedures for it to follow in responding to recommendations for a change in or a review of policies associated with graduate studies and adopted the following procedure: (1) a faculty member who wishes to request a reexamination of, or propose a modification of, policies and administrative procedures governing graduate study should file a written statement with the Dean of Graduate Studies and the Graduate Council indicating the policy or administrative procedure with which the faculty member is concerned and outline the revision he proposes, its rationale, and the argument for the change or review. (2) The Dean of Graduate Studies will then review the written recommendation and forward it to the Graduate Academic Council along with his recommendation as to how the Council proceed with the request (i.e., send to subcommittee, establish an ad hoc committee, discuss and decide to (a) modify, (b) return for further information, (c) make no change, etc.) along with a statement of the issues involved, a

summary of the present status, and any other background information needed. (S) The Council will then decide upon the extent and nature of the review and the way it wishes to make it.

Webb S. Fiser

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REPORT OF ACTIVITIES OF THE COUNCIL ON
PROMOTIONS AND CONTINUING APPOINTMENTS --- MARCH, 1967

The Council acted on the two proposals for continuing appointment that were before it. One was approved and the other was returned for further information.

Webb S. Fiser

New policy

7. Program changes

b. Dropping a course*

A course may be dropped with the approval of the student's academic adviser prior to the close of the ninth full week of classes with a "W" being assigned. After that date a "Z" is assigned unless an exception is granted in accordance with policy established by the Committee on Academic Standing. No change from credit to non-credit may be made after the close of the ninth full week of classes.

New policy

9. Withdrawal from the University

- a. A student leaving during any session or at the end of a session should personally process a WITHDRAWAL FORM obtained at the Student Affairs Office. If the student cannot appear in person, or if the withdrawal occurs when the University is not in session, the Student Affairs Office should be notified by letter.
- b. A student withdrawing from the University prior to the close of the ninth full week of classes is assigned a "W" for each course.* A student withdrawing following that date is assigned a "W" or "Z" for each course* in accordance with policy established by the Committee on Academic Standing.
- c. Generally a statement, "Registration Terminated," is placed on the undergraduate record of those students who leave the University without completing the withdrawal procedure.

*This policy applies to the fall and spring semester. The dates for other sessions will be adjusted in accordance with this policy.

Defeated

The Council on Faculty Affairs

Report to the University Senate, April 3, 1967

The following is a summary of the major activities to date of the Council on Faculty Affairs:

I. Committees Appointed

1. Faculty Social Board

The Council requested the members of the Social Board who served last year under the Faculty Council to continue in office for another year. All agreed to do so except the Chairman, Mr. McKinnon, who asked to be relieved of the chairmanship and was replaced by Dr. Sivers. Mr. McKinnon remains a member of the Board.

2. Faculty Handbook

This committee, under the chairmanship of Barbara Rotundo, will work with Mr. Lewis, Assistant to the President, in revising and bringing up to date the Faculty Handbook. Dr. Colby has agreed to serve again as Editor.

3. Fringe Benefits

The functions of this ad hoc committee are to collate information on present fringe benefits for faculty and staff and make recommendations for their improvement. Robert Burgess is chairman.

4. Charitable Fund Drives

This ad hoc committee was appointed at the request of the Executive Committee of the Senate to formulate and recommend to the Senate a policy statement with respect to faculty participation in fund raising campaigns of the various charitable organizations in the community. Esther Cook is chairman.

5. Grievance Procedures

The Faculty By-laws state that the Council on Faculty Affairs shall "act as a grievance committee under the Policies of the Board of Trustees". This committee, whose report and recommendations are attached, was given the assignment of proposing procedures and guidelines by means of which the Council might discharge this responsibility should the need arise. Dr. William Leue is chairman,

II. Other Activities

1. Faculty Dining Facilities

In consultation with Mr. Brown, Director of the Campus Center, the Council has recommended the reservation of the second floor dining room for faculty use during the daily lunch period.

2. Delay in T.I.A.A. Payments

In consultation with Dr. Olson, a committee of the Council under the chairmanship of Dr. Burgess was instrumental in helping to clarify and rectify this situation.

3. Disbursement of Faculty Funds

The Treasurer, Mr. Graber, has been authorized to make payments for such items as flowers, gifts to retirees, and coffee and other refreshments at receptions and general faculty meetings.

4. Recognition of Retiring Staff Members

At its March meeting the Council endorsed a recommendation from the Social Board that the practice of honoring retiring faculty members at the annual Faculty Dinner be discontinued.

As an alternative it was recommended that departments or schools assume this prerogative for the retiring members of their own staffs. A memorandum embodying these suggestions has been sent to all deans of schools and department chairmen.

T. G. Standing, Chairman

Proposal: to the Faculty Senate of the State University of New York at Albany

From: the Council on Faculty Affairs and its Committee to Study Grievance Procedures

Concerning: Definitions and Procedures related to Questions, Complaints, and Grievances

Date: April 3, 1967

The following statements express the frame of reference, basic assumptions, and procedures in terms of which grievances and related faculty concerns shall be handled at the State University of New York at Albany.

Classification of terms: "grievances" differ from less serious matters which may induce a faculty member or group of faculty members to initiate action in the University Community on their behalf. The classification of such procedures shall be:

- (A) Questions,
- (B) Complaints,
- (C) Grievances.

(A) Questions

- (1) Any faculty member has the right to seek information relevant to his legitimate pursuits and interests from his colleagues, the Senate or any subdivision thereof, any administrative officer, any staff employee, or any outside source. Topics with which these questions may be concerned are policies, procedures, facilities, available opportunities, or aspects of the factual situation.
- (2) While it is understood that all such inquiries shall be treated with courtesy and answered with candor in so far as is possible, it must be acknowledged that certain restricted areas may exist, such as: preliminary budget estimates, statutory restrictions against giving faculty members "official" advice, as to which health insurance plan to choose, and so forth. While such restrictions may justify not answering a question, they do not affect the propriety of asking it.
- (3) Faculty members may proceed as follows in asking questions:
 - (a) First examine readily available sources of information, such as The Faculty Handbook, The Policies of the Board of Trustees, available pamphlets on retirement options, health insurance options, travel expense reimbursement, research grant applications, and similar documents.

- (b) Consult with colleagues who have had experience in the area of concern.
- (c) Attempt, in making inquiries, to find and consult with the person having most direct concern with and authority over the matter at issue, rather than going directly to higher and more general levels of authority.
- (d) The Councils and committees of the Senate are also available for consultation, especially the Council on Faculty Affairs, but it is presumed that each individual will pursue his own inquiry as far as possible before asking his colleagues to pursue it for him.

(B) Complaints

- (1) A "complaint" is an objection to and request for reconsideration of a procedure or other aspect of our organized activities that is felt by a faculty member or group of faculty members to affect adversely his or their work or the general well-being of himself (or themselves), his or their students or colleagues, or of the academic community.
- (2) A complaint may be directed to a general procedure or rule as such, or it may be a matter of equity - the application of the general rule to a peculiar set of circumstances.
- (3) Complaints should, as far as is possible, be based on sound information. It is presumed that relevant questions have been pursued with reasonable vigor before a complaint is lodged.
- (4) Complaints should be launched at the lowest relevant level and with the organization most directly involved. When satisfaction is not available at the lower level, or when the lower level personnel are themselves directly involved in the substance of the complaint, appeal may be made to increasingly higher levels of organization.
- (5) When reasonable efforts to settle a complaint through the procedures outlined above have been exhausted, and the complaint remains unresolved and still seems sufficiently urgent to the complaining party, he may appeal to the Council on Faculty Affairs to intervene on his behalf. It is understood, however, that the first initiative toward getting his complaint settled rests with the complaining party and that he will ordinarily first take it up himself with the parties concerned. The Council on Faculty Affairs shall function mainly as an appeal body, rather than having all complaints directly and automatically turned over to it. A-fertiohi, similar considerations apply to taking complaints directly to the Senate as a whole. Appeal should be made to the Council on Faculty Affairs rather than to the whole Senate, except under most extraordinary circumstances.

(6) In any large-scale undertaking, things will never run to everyone's satisfaction. Though it is part of a normal and healthy adjustment in life to learn to accept and live with a certain amount of inconvenience, annoyance, and absurdity, there is no presumption that everyone should passively accept everything. Indeed, adjustments, improvements, and even major revisions in our procedures should always be open to consideration, and the vigilance and concern of all interested parties are needed to make sure that these procedures remain efficient, flexible, and relevant.

(C) Grievances

(1) A "grievance" constitutes an action taken against an individual faculty member or group thereof which ~~he or they feel~~ affects directly and adversely his or their professional standing or economic position. Grievances include such actions as:

- (a) Dismissal from term appointment prior to date of expiration,
- (b) Dismissal from term appointment without sufficient notice of non-renewal,
- (c) Dismissal or retirement for any reason, other than having reached the statutory retirement age, after "continuing appointment" has been granted,
- (d) Change in academic rank unacceptable to an individual,
- (e) Demotion or decrease in salary,
- (f) Failure to fulfill contractual conditions,
- (g) Violation of the Personnel Policies of the Board of Trustees.

(2) The allegedly injured party usually initiates a grievance procedure, initially defines its nature and scope, and pursues its settlement. Once an action has been taken or launched against an individual, however, the very nature of the situation tends to limit his power to deal with the problem. The Council on Faculty Affairs is therefore authorized to make preliminary inquiries whenever it has received information that an action resulting in a grievance may have occurred.

(3) Principles for handling grievance investigations and settlements:

- (a) Assurance of justice and understanding to the allegedly injured party or parties,
- (b) Protection of the area of legitimate administrative action,
- (c) Promotion of an atmosphere of mutual confidence in the University Community.

In order to fulfill these ends the procedures to be used are to be:

- (a) As simple and manageable as possible,
- (b) Readily available, prompt in execution, and designed to pin down responsibility for taking action.
- (c) Designed to secure due process and calm deliberation, but also prompt and unequivocal resolution of the problem.

(4) Procedure: according to the By-laws of the Faculty of the State University of New York at Albany and the Plan of Organization of the Faculty Senate, the Council on Faculty Affairs shall serve as a grievance committee under general directives provided by the Policies of the Board of Trustees of the State University of New York. This mandate shall be implemented in the following ways:

- (a) Initiation: the Chairman of the Council on Faculty Affairs shall function as chief contact person and initiator of proceedings in all cases of alleged grievance brought to his attention.
- (b) Preliminary investigation: the Chairman of the Council on Faculty Affairs, or a committee appointed by him, shall make a preliminary investigation of each grievance brought to his attention.
- (c) Informal settlement: the Chairman of the Council on Faculty Affairs or his committee shall attempt, after preliminary investigation, to settle each grievance by informal consultation with the parties involved.
- (d) Formal hearing: should preliminary investigation and informal consultation fail to settle the grievance, and should any of the parties involved reject all proposed settlements, the allegedly injured party may then petition for a formal hearing. The Chairman of the Council on Faculty Affairs should then promptly proceed to organize such a hearing in accordance with the provisions described below:
 - i. The "principal" in such proceedings, heretofore referred to as the "allegedly injured party," shall be given an adequate bill of particulars of the charges against him. The President of the State University of New York at Albany shall issue this bill of particulars. It shall specify the laws or regulations allegedly violated or applicable to the situation and the alleged acts or conditions of the principal that constitute the basis for the charges. It shall be issued in writing to the principal long enough before the scheduled hearing so that an adequate defense can be prepared.
 - ii. The formal hearing shall be conducted before a board of faculty members who are not directly involved in the case, ~~and who are not department chairmen nor holders of primarily administrative appointments.~~ This board shall consist of five members and shall be appointed by the Council on Faculty Affairs with the advice and consent of the Executive Committee of the Senate.
 - iii. The board shall choose its own chairman, who shall preside at the hearings.

- iv. Each party to the action shall have the right to challenge proposed members of the board.
- v. Each party to the action shall have the right to be represented by counsel.
- vi. Each party to the action has the right to summon witnesses in his behalf, to cross-examine witnesses summoned by the other side, and to examine documents and depositions introduced as evidence by the other side.
- vii. The hearings shall be conducted in accordance with procedures recommended by the American Association of University Professors. A record of the hearing shall be kept.
- viii. Once the hearings have been concluded, the Board shall enter promptly on its deliberations, from which all interested parties shall be excluded.
- ix. Decisions of the Board shall be communicated in writing to each party to the action. Such decisions shall be made public unless the principal objects in writing to the Chairman of the Board within twenty-four hours.
- x. Decisions of the Board shall be binding unless appealed by either party.

(e) Appeals: in the Policies of the Board of Trustees of the State University of New York, under the heading of "Termination for Cause" (page 27), similar hearings are specified to be held "after investigation by the chief executive officer of a unit" by a board appointed by the central administration of the State University system. While no procedure which we are authorized to establish can supersede these regulations, all of the procedures herein described may be regarded as authorized under the provision for preliminary local investigation. The procedures referred to in the Policies of the Board of Trustees shall then function as an appeal mechanism available, through the mediation of the President of our unit, to either side in a grievance case.

Submitted by the Committee to
Study and Propose Grievance
Procedures established by the
Council on Faculty Affairs,

H. Story
H. Flierl
C. Stokes
W. Leue, Chairman

Mon. 5/1

MEMORANDUM

To: Faculty Senators

From: Evan R. Collins

The next meeting of the Faculty Senate will be held on Monday, May 1, at 3:30 p.m. in Humanities 137.

The agenda will consist of Council reports and the opportunity for discussion of old and new business. The Council on Faculty Affairs' proposals for Grievance Procedures will be one of the topics to be discussed. The report of the Library Council is being sent separately to you.

Evan R. Collins

ERC/sls
4/26/67

Senate 1967

Minutes of the Senate Meeting, May 1, 1967

Pres. Collins called the meeting to order at 3:30 p.m. in Humanities 137. The minutes of the April meeting were approved.

- 1. Executive Committee: Vice-Chairman Birr moved the adoption of the following:

RESOLVED, that the Senate delegate to the Executive Committee the task of preparing an annual report to the Faculty.

The resolution was approved unanimously.

- 2. Graduate Academic Council. Dean Flinton introduced the proposal for the master's

program in Inter-American Language and Area Studies. Professors Birr and Liedel spoke in favor of omitting Canada from the proposal. The proposal was passed without dissent.

The proposal for the master's degree program in the Education of the Emotionally Disturbed Child was also passed without dissent after a few comments and questions.

Professor Birr asked what effect the new policy concerning study load of graduate assistants (5a of the Graduate Academic Council report) would have on current practice, and Dean Flinton replied that he thought there there would be almost no change in practice, but that the necessity of departmental chairman informing the Graduate office concerning such changes in study load would be eliminated.

- 3. Faculty Affairs. Professor Standing presented the report on Definitions and

Procedures related to Questions, Complaints, and Grievances circulated with the agenda for the April meeting of the Senate. Pres. Collins asked Prof. Leue, Chairman of the subcommittee which prepared the report, if the committee had seen the recent report from the Central Office which outlines a grievance procedure for professional staff of the State University which will be submitted to the University Senate in the fall. Because the committee had not had the opportunity to see the report (sent to the President with a covering letter, dated April 25), some Senators spoke in favor of postponing action on the current proposal until both documents could be considered. Dean Nyren moved that consideration of the proposal be delayed until a later time. Motion seconded by Senator Hastings.

In the ensuing discussion of the motion and the proposal, Prof. Leue said that the present proposal spells out a procedure in detail within the more general policies of the Board of Trustees, takes into account the AAUP principles of the right to a hearing by one's peers, sets a climate of good will, and makes important distinctions between questions, complaints and grievances. Pres. Collins said that the report casts the President in a different role from that outlined in the Policies of the Board of Trustees and precludes his acting as a mediator in certain disputes. It was pointed out by several Senators that all, or almost all, the items listed as grievances would involve administrative action at the highest level and that therefore the President would be the one to prepare the bill of particulars.

Following further discussion, the motion on the floor was restated thus: That the present report on grievances by the committee be returned to that committee for review in the light of the new statement from the Personnel Policies Committee of the University Senate and that the reviewed document be presented to the Senate on or before June 12.

Dean Myren pointed out that there are other examples of grievances not included in the list of examples in the report, and Prof. Leue emphasized the distinction made in the report between complaints and grievances. Prof. Berger spoke in favor of the report as a morale builder and Prof. Pettit asked if the report should not state that any action as well as "procedure" can be questioned under point B. Complaints, Item 1. Prof. Birr spoke in favor of the motion and suggested that Senators who have suggestions to make speak to Prof. Leue within the next week. The question was called for and the motion was passed with some dissent.

¹³ Prof. Standing moved the adoption of Part 1 of the recommendation from the current report of the Faculty Affairs Council concerning an annual collection from the faculty. Debate centered around the provision that requests for faculty support of fund-raising ~~drives~~ be considered only at one time in the year and the collection for the flower and retirement gift funds. Dean Myren moved an amendment which would eliminate the all-University flower and retirement gift funds and suggest to the Deans of the Schools and Colleges that they give attention to these matters.

Amendment seconded. Prof. Liedel suggested that the funds be collected centrally and disbursed by the smaller units of the University. The amendment was lost and the original motion was passed.

Proposal 2, concerning the \$4. per capita assessment for hiring a part-time secretary, was moved by Prof. Standing. Prof. Norton inquired whether or not the possibility of getting a secretary's services through the University had been explored. After a discussion of the pros and cons of this proposal, Prof. Tibbets moved that this program be returned to committee and this motion was carried.

Pres. Collins reported briefly on the preliminary guidelines to salary improvements just received. The average raise will be 7% for the coming year, 3% across the board increase and a 4% average discretionary raise. The President stated that he planned to ask the Council on Promotions and Continuing Appointments to indicate categories of priorities for selective increases (something which the Council has not been doing up to this time) and to continue recommending salary increases for people who are not promoted or given continuing appointment at the present time, but who should be recognized by substantial increases in salary. He suggested that a substantial share of the money available for discretionary increases should be used at the professorial rank since this is the area where we are farthest from the national standards. In the future the U-grade designations will be dropped and each rank will have an established range of salaries to permit free adjustment upward within each rank. From 1968-69 onward, a single figure increment for each rank will be in effect instead of the 3% adjustment now used. The local unit has not been informed yet of the exact amount it will have available for increases in salaries.

Senator Birr moved the acceptance of the report from the Library Council and this was passed unanimously. The meeting was adjourned at 5:20 p.m.

Respectfully submitted,



Ruth Schmidt, Secretary

MAY 1, 1967

The Executive Committee has drafted a reply to the State University Faculty Senate's Committee on Faculty Governance with respect to this unit's By-Laws. If any Senator is interested in the Committee's comments on our By-Laws and in our response, he is welcome to consult the Chairman of the Executive Committee who has the correspondence.

Article II, Section 1.6 states that "The Senate shall issue an annual report to the Faculty." The By-Laws nowhere specify how or by whom this should be done. The Executive Committee therefore presents the following resolution:

RESOLVED, that the Senate delegate to the Executive Committee the task of preparing an annual report to the Faculty.

If this resolution is approved by the Senate, the Executive Committee proposes to include in the report a summary of Senate actions and ask the Chairmen of the various Councils to prepare a brief summary of the Council's activities and concerns. The Executive Committee does not propose to present the report to the Senate before sending it to the Faculty; to do so would probably unduly delay the issuance of the report.

Respectfully submitted,

Kendall Birr

Kendall Birr, for the
Executive Committee

*Approved
5/1/67*

REPORT OF ACTIVITIES OF THE GRADUATE ACADEMIC COUNCIL

April 1 - 30, 1967

1. The Graduate Council held two meetings in this period.
2. The Council approved an inter-disciplinary, one-year, master's program in Inter-American Studies (M.A.) in the College of Arts and Sciences under the general direction of the Center for Inter-American Studies. The program includes two specializations, one emphasizing Spanish and Latin American literature and culture and one emphasizing Latin American history. The program depends primarily on work offered in the Department of Romance Languages and Literatures and the departments of the social sciences.

The Council recommends the program to the Senate for approval.

3. The Council approved a one-year, master's program in Teaching Emotionally Disturbed Children (M.S.) in the School of Education under the direction of the Department of Educational Psychology and Statistics. The program, if approved, will be supported financially, in part, by a grant from the U.S. Department of Health, Education, and Welfare which provides 8 traineeships for qualified students in the program.

The Council recommends the program to the Senate for approval.

4. The Council approved a modification of the master's program in Business (M.S.), "general sequence," to provide for a full specialization in accounting.
5. The following action affecting current policies was voted.
 - a. Study load of graduate assistants. In the case of graduate assistants employed by an academic department exceptions to the prescribed study load may be made at the discretion of the department chairman. As in the past, in the case of graduate assistants employed by an office, clinic, center, laboratory or unit other than a department exceptions may be made with the approval of the Dean of Graduate Studies.
 - b. No change was made in the University policies which define the study load of fellows.
 - c. Outside employment of graduate assistants. In the case of graduate assistants employed by an academic department or by a unit directly responsible to a dean of the school or college outside employment during official recesses and in periods between semesters (but not on reading days) may be authorized by the dean of the appropriate school or college. In the case of graduate assistants employed by an office or unit not directly responsible to the dean of

the school or college such outside employment may be authorized by the Dean of Graduate Studies.

- d. No change was made in the policies prohibiting the outside employment of fellows.
 - e. Study load of fully employed persons. In the case of graduate students who are fully employed the present maximum registration of two courses is changed to a recommended maximum and the student's load is at the discretion of the student and his adviser.
6. The Council discussed the request of the Faculty Senate for the Graduate Academic Council to review the requirements for the Ph.D. with special consideration for the language requirement and oral defense of the dissertation.

The Council decided to establish a University-wide ad-hoc committee for 1967-68 to study the advanced graduate programs offered by the University (i.e., programs which by design carry students beyond the current master's degrees). The Committee would examine (1) their function, scope and design; (2) related requirements, procedures, policies, regulations; (3) standards and evaluation; and (4) general administration. The Committee should include in its consideration the adequacy of these programs which prepare college and university teachers and the potential of the recently proposed intermediate degrees, Master of Philosophy (Yale) and Candidate in Philosophy (Big Ten and Chicago).

Webb S. Fiser

* * * * *

REPORT OF ACTIVITIES OF THE COUNCIL ON
PROMOTIONS AND CONTINUING APPOINTMENTS -- APRIL 1967

The Council has been meeting each Friday in order to take care of the petitions for continuing appointment and for promotions. The Council has already acted on most of the requests for continuing appointment that have come before it although several more cases remain. Most of the requests for promotions to full professor and associate professor have been acted upon and recommendations have been forwarded to the President.

It is the view of the Council that in the future promotions in academic rank should be acted upon earlier in the year -- probably by March 1.

Webb S. Fiser

Faculty Affairs, April 11, 1967

A. Committee Reports

The Council discussed reports and recommendations from the Social Board and from the Committee appointed to suggest policy with reference to faculty participation in charitable fund drives.

B. Recommendations

In connection with these matters the Council presents the following recommendations for approval by the Senate:

1. That a single Annual Collection be authorized for charitable organizations and faculty dues, the date for which will be the third pay day of the fall semester. This annual collection shall include the United Fund or Community Chest, plus other health and rehabilitation organizations to be annually approved by the Council on Faculty Affairs. Requests for faculty support of fund-raising drives will be considered only at the time of such annual reappraisal by the C.F.A. (This does not preclude special campaigns which individual faculty members may wish to organize.)

The annual collection shall also include faculty assessments for the retirement gift fund, the flower fund, and the social activities fund administered by the Social Board. It is recommended that these assessments for the 1967-68 academic year be as follows:

Social activities	-	\$1.50
Flower fund	-	.50
Retirement fund	-	.50

The annual collection will also provide opportunity for faculty members to pay their dues to such voluntary faculty organizations as AAUP and FASUNY.

2. It is further recommended that the faculty be asked to approve an additional assessment of \$4.00 per capita for the following purposes:
 - a) To hire a part-time secretary for a minimum of 15 hours per week during the academic year. Her duties would include such items as supervising the annual collection of charitable funds and faculty dues, publicity and sale of tickets for faculty social activities and the typing and distribution of notices of faculty affairs of a non-academic character. For the convenience of the faculty, she would be expected to keep a file of faculty schedules, offices and telephone numbers and the composition of committees on which faculty serve. She would be a center for information concerning persons who are retiring or ill, and responsible for sending flowers or other appropriate expressions of sympathy to faculty families bereaved through death.
 - b) To provide other contributions to faculty welfare, such as consultation on income tax, investments and retirement.

T.G. Standing

The Council on Faculty Affairs

Report to the University Senate, April 3, 1967

The following is a summary of the major activities to date of the Council on Faculty Affairs:

I. Committees Appointed

1. Faculty Social Board

The Council requested the members of the Social Board who served last year under the Faculty Council to continue in office for another year. All agreed to do so except the Chairman, Mr. McKinnon, who asked to be relieved of the chairmanship and was replaced by Dr. Sivers. Mr. McKinnon remains a member of the Board.

2. Faculty Handbook

This committee, under the chairmanship of Barbara Rotundo, will work with Mr. Lewis, Assistant to the President, in revising and bringing up to date the Faculty Handbook. Dr. Colby has agreed to serve again as Editor.

3. Fringe Benefits

The functions of this ad hoc committee are to collate information on present fringe benefits for faculty and staff and make recommendations for their improvement. Robert Burgess is chairman.

4. Charitable Fund Drives

This ad hoc committee was appointed at the request of the Executive Committee of the Senate to formulate and recommend to the Senate a policy statement with respect to faculty participation in fund raising campaigns of the various charitable organizations in the community. Esther Cook is chairman.

5. Grievance Procedures

The Faculty By-laws state that the Council on Faculty Affairs shall "act as a grievance committee under the Policies of the Board of Trustees". This committee, whose report and recommendations are attached, was given the assignment of proposing procedures and guidelines by means of which the Council might discharge this responsibility should the need arise. Dr. William Leue is chairman.

II. Other Activities

1. Faculty Dining Facilities

In consultation with Mr. Brown, Director of the Campus Center, the Council has recommended the reservation of the second floor dining room for faculty use during the daily lunch period.

2. Delay in T.I.A.A. Payments

In consultation with Dr. Olson, a committee of the Council under the chairmanship of Dr. Burgess was instrumental in helping to clarify and rectify this situation.

3. Disbursement of Faculty Funds

The Treasurer, Mr. Graber, has been authorized to make payments for such items as flowers, gifts to retirees, and coffee and other refreshments at receptions and general faculty meetings.

4. Recognition of Retiring Staff Members

At its March meeting the Council endorsed a recommendation from the Social Board that the practice of honoring retiring faculty members at the annual Faculty Dinner be discontinued.

As an alternative it was recommended that departments or schools assume this prerogative for the retiring members of their own staffs. A memorandum embodying these suggestions has been sent to all deans of schools and department chairmen.

T. G. Standing, Chairman

REPORT OF LIBRARY COUNCIL

March & April 1967

1. Assignment of Faculty Studies and Carrels.

Seven-hundred questionnaires were sent to members of the faculty and administrative staff asking for their preferences in the assignment of faculty studies and carrels. Over three-hundred questionnaires were returned, with the following preferences:

Do you think the studies and carrels should be assigned to specific individuals? (Please note in order of your preference)

Doctoral Studies	147
Faculty	97
Visiting Scholars	32
Emeritus Professors	11

On what basis should these be assigned?

Research Projects	183
Need for Space	49
Creative Projects	48

For how long a period should these be assigned?

One Semester	140
One Year	96
Indefinitely	12

Do you plan to apply for the use of study or carrel?

Yes	57
No	100

As the result of the questionnaire the following priorities were approved by the Council with the understanding that they would be reviewed by the Council if problems develop.

1. Doctoral candidates working on dissertations for which library materials are needed.
2. Faculty members working on research projects or creative projects (for example, writing novels) for which library materials are needed.
3. Doctoral candidates or faculty members who need to use "Building Only" library materials extensively.

These assignments would be in force for one semester or the Summer Session, and applicants would re-apply if study is needed for a longer period.

One dozen studies and /or carrels will be reserved for short time use.

2. Library Budget, 1967 -68

The Council discussed the question of the wisest use of the inadequate funds provided in the current budget, particularly the small amount earmarked for new personnel. It was the general consensus of the Council that since a choice needs to be made, emphasis should be placed on the acquisition, cataloging, and processing of materials, rather than on service to the public.

The Council suggested that group instruction in the use of the library and extensive use of printed instructions be used in place of more individual reference service.

3. Request to Committee on Academic Program of the State University Senate (State-wide) for Strong Support of Libraries .

The Council agreed to support a statement on Library Problems submitted to the Committee on Academic Program by the Director of Libraries at SUNY Binghamton, and to send a memorandum to the Chairman of this Committee reflecting both our support of the document and a strong statement of our own library handicaps.

It was suggested that the Director of Libraries at SUNYA confer with Senators Tibbetts and Riedel, and urge them to bring this matter before the Senate and Chancellor Gould. This has been done.

4. Priorities of Acquisitions of Materials for Different Schools and Departments.

The Council plans to discuss this problem at its next session.

5. Student Request for Longer Library Hours.

The Council received a request from a student that the hours the Library is open be extended from 10 p. m. to 12 midnight five days a week, and the matter is currently under discussion with members of the Library staff.

Respectfully submitted,

Alice T. Hastings
Chairman, Library Council

STATE UNIVERSITY of NEW YORK at ALBANY

MEMORANDUM

To: Faculty Senate (1966/67)

From: Evan R. Collins

The 1966/67 Faculty Senate will convene for its last meeting of the year on Monday, June 5, at 2 p.m., in Humanities 137.

The agenda will consist of Council reports and the opportunity for discussion of old and new business. The Grievance Procedures proposal will again be discussed.

BRC/j
5/29/67

The meeting was called to order by President Collins at 2:05 p. m. in Humanities 137. The minutes of the May meeting were approved.

REPORTS FROM COUNCILS

24
1.) Undergraduate Academic Council. Vice-President Fiser moved the adoption of the report concerning advanced placement. This was seconded and approved.

2.) Council on Promotions and Continuing Appointment. Dr. Fiser stated that the Council had proceeded this year on the basis of the Policies of the Board of Trustees, but that it is now attempting to develop a more comprehensive statement of criteria for promotion and continuing appointment. At the present time the role of the deans of the individual schools is not clear. A policy statement will be submitted to the Senate in the fall.

Senator Norton asked when promotions would be announced, and the President replied that they will probably be announced in an early fall issue of the Campus Courier. Senator Shirley Brown asked when the faculty would be informed as to next year's salaries. Dr. Fiser said that lists of those promoted and lists of salary figures are now being prepared for the deans and that faculty members should know within a week what their salaries will be in the fall. Dean Gardner suggested that faculty members being promoted this spring be informed of this promotion in the same way as they are informed of their fall salaries.

3.) Graduate Academic Council. Dean Flinton stated that the Council is assuming that the changes in the course withdrawal policy voted by the Senate apply only to undergraduates. Dean Deeringer stated that it was his understanding that an undergraduate student may withdraw from a graduate course without penalty since he is under the regulations of the Undergraduate Bulletin. Dr. Fiser reiterated that the regulation refers to the student and not to the course, and therefore, that an undergraduate student may withdraw from any course he is taking for undergraduate credit according to the new policy, but that if he is doubly enrolled and taking a graduate course for graduate credit, then he is governed by the Graduate School Bulletin, and does not have the privilege of withdrawing until the last day.

Prof. Knotts asked what would constitute a pass under the new plan for language examinations (point 4). It was stated that if a student passes either the local or the ETS examination, he will be considered as having completed the requirement in that language. In response to Prof. Birr's question of whether the language departments were planning to offer special reading courses for Ph. D. candidates next year, Prof. Shaw stated that there would be no course in French next year, but that there would be a course offered after next year.

4.) Student Affairs Council. Several Senators inquired about copies of the alcohol policy and Dr. Thorne said that copies were available to anyone through his office. Prof. Schmidt inquired about the arrangements for a bar at the Vanguard Symphony Ball in the Campus Center and the President stated that two exceptions to the basic policy were made, for this occasion and for the Senior Class, by allowing a caterer to serve alcoholic beverages in the Campus Center, but that once the FSA secures its own license, no such outside arrangements will be allowed.

Senator Norton moved to amend the proposal by replacing the words "administrative officer" with "person" in amendment 6. This was seconded and passed. It was agreed that the sentence in C 4. (d) 1, "The President of the State University of New York at Albany shall issue this bill of particulars" be omitted.

The main motion was passed by voice vote.

SELECTIVE SERVICE

Prof. Levitas asked to be allowed to present two resolutions concerning the draft deferment of graduate students and such permission was given by the Senate. He moved the following resolutions:

#1. That the Faculty Senate of the State University of New York at Albany express an opinion, by letter or telegram, to the President of the United States as follows:

Sir:

Recently, the Congress of the United States has voted to extend the Selective Service Act for a period of four years and in so doing has imposed no statutory restriction on the deferment of graduate students. It is our understanding that you are soliciting opinions on the question of the deferment of graduate students, and the purpose of this letter (or telegram) is to present our opinion to you.

We believe college seniors who have been accepted for graduate study should be deferred. We believe that graduate students who demonstrate satisfactory progress toward the completion of an advanced degree should be deferred.

We advise that this position is required to insure continuing strength of the graduate programs of the colleges and universities of the United States, and to insure the continuing availability of professional personnel in all disciplines. We submit that it is in the national interest to insure such continuing availability.

#2. That the representative of the State University of New York at Albany be authorized to introduce and support a similar resolution at the next statewide meeting of the faculty senate.

After some discussion of the resolutions, the right of a non-Senator to move adoption of a resolution was questioned, and the chair ruled that there was no motion before the Senate. Prof. Story then moved the adoption of both resolutions. He later withdrew Resolution #2 when it was pointed out that the University Senate would not be meeting again until October. Resolution #1 was defeated by voice vote.

CONFLICT OF INTEREST

Vice-President Droessler moved the adoption of the Council on Research's position paper on conflicts of interest, and after a very short discussion, this motion was passed.

Prof. Knotts moved that a vote of thanks be given to the retiring Vice-Chairman, Professor Kendall Birr, for his able leadership during the year. The ensuing applause indicated the acceptance of the motion.

The meeting was adjourned at 4:10 p. m.

Respectfully submitted, *Ruth Schmidt*
Ruth Schmidt, Secretary

OTHER BUSINESS

The President announced that we will not be following our own By-laws this month, inasmuch as proposed amendments to the By-laws were announced, the By-laws mandate a full faculty vote within six weeks of announcement, and he is not calling a June faculty meeting. He stated that he would reissue the proposed amendments before the fall faculty meeting so that they can be voted on in accordance with the procedure mandated by the By-laws.

Senator Colby, representing the local AAUP chapter, moved "that this Faculty Senate obtain annually from the State University office the information on all individual faculty salaries and make this information available to the faculty, without names, by division or school and by rank." This was seconded. Prof. Tibbetts mentioned that the University Senate has adopted certain guidelines in this area and Prof. Colby stated that the motion came from the April meeting of the AAUP and that the guidelines had not been adopted at that time. Pres. Collins suggested that the Business Office could be requested to prepare this information directly for the faculty instead of involving the Senate in the process, and Senator Colby agreed to the substitution of the following initial statement: "that the University make available," etc. Senator Tibbetts suggested that the statement mention the base annual salary rate as the figure to be made available, and when some objected, saying that figures for people paid for 10 months and those for 12 months should be harmonized, he suggested that asterisks could be used to designate 12-month salaries.

GRIEVANCE PROCEDURES

The Senate returned to its consideration of the proposal from the sub-committee of the Faculty Affairs Council concerning grievance procedures. Prof. Leue, Chairman of the sub-committee, thanked the people who had sent suggestions to the committee and said that it had tried to incorporate as many of these suggestions as possible. He added the following sentence to point 9 of the amendments: "The President shall act on the recommendation within two weeks of its receipt." He then moved the adoption of the original document as amended and this was seconded.

In the lengthy discussion which ensued, the President objected a number of times to the assumption that it is always an administrative officer who takes the action which causes a grievance, and it was pointed out that as outlined in the proposal, and as discussed at the May meeting, a grievance would always be the result of an administrative action, and any action by fellow faculty members could only constitute a complaint as defined in the document under consideration.

There was extensive debate over whether or not the definition of grievance should be made to coincide with the wider concept of what constitutes a grievance which the Central Office document seems to espouse and which has been in evidence in certain cases cited which came to the Personnel Policies Committee of the University or to the desk of Vice-Chancellor Price. Prof. Tibbetts reported that he had sent copies of our local proposal to Vice-Chancellor Price and to the Chairman of the Personnel Policies Committee and that they had expressed interest in it and in its definitions. After more discussion, Prof. Birr moved that the proposal be returned to committee with the instruction to broaden the definition of grievances in Section C, Paragraph 1. Motion seconded. After some discussion of this motion, it was put to a vote and lost.

REPORT OF ACTIVITIES OF THE UNDERGRADUATE ACADEMIC COUNCIL

May 1967

The following recommendations have been passed by the Undergraduate Academic Council and are presented to the Faculty Senate with the recommendation that they be approved:

Regarding advanced placement and/or credit:

- UK
1. A student with a score of 5 or 4 on the Advanced Placement Examinations of the College Entrance Examination Board be given advanced placement with credit.
 2. A student with a score of 3 or less be given advanced placement and/or credit at the discretion of the department concerned.
 3. The above recommendations to become operative with the September, 1967, admissions.

Webb S. Fiser

* * * * *

REPORT OF ACTIVITIES OF THE COUNCIL ON
PROMOTIONS AND CONTINUING APPOINTMENTS -- MAY 1967

The Council has completed all actions before it on recommendations for promotion and continuing appointment. Council is presently considering a more detailed statement of both the criteria for promotion and the procedure and timetable for considering recommendations on promotion.

Webb S. Fiser

REPORT OF ACTIVITIES OF THE GRADUATE ACADEMIC COUNCIL

May 1 - 31, 1967

The Graduate Council held two meetings in this period.

1. The Council voted to change the name of the recently approved program in Inter-American Languages and Area Studies to Latin American Languages and Area Studies as suggested in the discussion in the Senate.
2. The Council discussed the Senate's action of April 3, 1967, on policies governing withdrawal from courses, which it interpreted to apply to undergraduate courses since the recommendation came exclusively through the Undergraduate Academic Council. The Graduate Council proposed no change in the existing policies governing withdrawal from graduate courses at the present time. The Council wishes to take time to determine the effect of such a change on the academic standards which currently apply to graduate degrees before making a recommendation to the Senate.
3. The Council discussed the nature and scope of the Ad-hoc Committee for Advanced Graduate Study which it will establish for the 1967-68 academic year.
4. The Council voted to accept the report of the Committee on Educational Policies and Procedures concerning the testing of competence in foreign languages required in graduate degree programs. The Committee recommended a continuation of present policies and procedures and proposed that for a period of two years (1967-68 and 1968-69) students take both a local examination and the Graduate School Foreign Language Test prepared by the Educational Testing Service. It was hoped in this way to determine the feasibility of replacing the local examinations with the standardized ETS tests for the languages in which they are available (currently French, German and Russian).

Webb S. Fiser

STUDENT MUST PASS ONE TO FULFILL REQUIREMENT.

STUDENT AFFAIRS COUNCIL

REPORT TO FACULTY SENATE

June 5, 1967

On April 24, 1967, the Student Affairs Council:

1. chartered a new local social fraternity - Upsilon Phi Sigma;
2. appointed a committee to consider the needs of graduate students, including such areas as housing, government and social activities.

On May 18, 1967, the Council:

1. received a report from the committee on graduate student needs;
2. discussed financial aid for graduate students serving as assistants;
3. voted to nominate Professor Robert Lanni for membership on the Central Council of the Student Association for the coming year.

On May 25, 1967, the Council discussed:

1. a proposal for Station WGY to broadcast the University's basketball games during the 1967-68 academic year. It was decided to approve the proposal and refer it to the Student Athletic Advisory Board for their opinion;
2. a proposed residence hall evaluation form. The Council voted to delay action on the form until the Student Affairs Committee on Student Records has completed its report;
3. permitting alcohol in graduate residence halls. The Committee on Campus Alcoholic Beverage Policy recommended to the Council that alcohol be permitted in graduate residence halls on an experimental basis for the coming academic year and that the experiment be evaluated at the end of the next academic year. The Council voted to recommend to the President of the University the adoption of this policy;
4. proposal for open houses and visitations in residence halls. The Committee on Student Residences shared with the Council a proposal from the Living Area Affairs Commission of the Student Government which would permit visitations by members of the opposite sex in undergraduate residence halls. Council engaged in a lengthy discussion of the proposal and requested that the Committee on Student Residences convey to the Living Area Affairs Commission certain basic questions which were raised by the Council.

—
GENERAL
POLICY
SET
—

May 26, 1967

Proposal: to the Faculty Senate of the
State University of New York at Albany

From: the Council on Faculty Affairs and its
Committee to Study Grievance Procedures

Concerning: Definitions and Procedures related to
Questions, Complaints, and Grievances

Date: April 3, 1967

The following statements express the frame of reference, basic assumptions, and procedures in terms of which grievances and related faculty concerns shall be handled at the State University of New York at Albany.

Classification of terms: "grievances" differ from less serious matters which may induce a faculty member or group of faculty members to initiate action in the University Community on their behalf. The classification of such procedures shall be:

- (A) Questions,
- (B) Complaints,
- (C) Grievances.

*1
(A) Questions

- (1) Any faculty member has the right to seek information relevant to his legitimate pursuits and interests from his colleagues, the Senate or any subdivision thereof, any administrative officer, any staff employee, or any outside source. Topics with which these questions may be concerned are policies, procedures, facilities, available opportunities, or aspects of the factual situation.
- (2) While it is understood that all such inquiries shall be treated with courtesy and answered with candor in so far as is possible, it must be acknowledged that certain restricted areas may exist, such as: preliminary budget estimates, statutory restrictions against giving faculty members "official" advice as to which health insurance plan to choose, and so forth. While such restrictions may justify not answering a question, they do not affect the propriety of asking it.
- (3) Faculty members may proceed as follows in asking questions:
 - (a) First examine readily available sources of information, such as The Faculty Handbook, The Policies of the Board of Trustees, available pamphlets on retirement options, health insurance options, travel expense reimbursement, research grant applications, and similar documents.

- (b) Consult with colleagues who have had experience in the area of concern.
- (c) Attempt, in making inquiries, to find and consult with the person having most direct concern with and authority over the matter at issue, rather than going directly to higher and more general levels of authority.
- (d) The Councils and committees of the Senate are also available for consultation, especially the Council on Faculty Affairs, but it is presumed that each individual will pursue his own inquiry as far as possible before asking his colleagues to pursue it for him.

(B) Complaints

- (1) A "complaint" is an objection to and request for reconsideration of a procedure or other aspect of our organized activities that is felt by a faculty member or group of faculty members to affect adversely his or their work or the general well-being of himself (or themselves), his or their students or colleagues, or of the academic community.
- (2) A complaint may be directed to a general procedure or rule as such, or it may be a matter of equity - the application of the general rule to a peculiar set of circumstances.
- (3) Complaints should, as far as is possible, be based on sound information. It is presumed that relevant questions have been pursued with reasonable vigor before a complaint is lodged.
- (4) Complaints should be launched at the lowest relevant level and with the organization most directly involved. When satisfaction is not available at the lower level, or when the lower level personnel are themselves directly involved in the substance of the complaint, appeal may be made to increasingly higher levels of organization. * 2
- (5) When reasonable efforts to settle a complaint through the procedures outlined above have been exhausted, and the complaint remains unresolved and still seems sufficiently urgent to the complaining party, he may appeal to the Council on Faculty Affairs to intervene on his behalf. It is understood, however, that the first initiative toward getting his complaint settled rests with the complaining party and that he will ordinarily first take it up himself with the parties concerned. The Council on Faculty Affairs shall function mainly as an appeal body, rather than having all complaints directly and automatically turned over to it. A-fortiori, similar considerations apply to taking complaints directly to the Senate as a whole. Appeal should be made to the Council on Faculty Affairs rather than to the whole Senate, except under most extraordinary circumstances.

- (6) In any large scale undertaking, things will never run to everyone's satisfaction. Though it is part of a normal and healthy adjustment in life to learn to accept and live with a certain amount of inconvenience, annoyance, and absurdity, there is no presumption that everyone should passively accept everything. Indeed, adjustments, improvements, and even major revisions in our procedures should always be open to consideration, and the vigilance and concern of all interested parties are needed to make sure that these procedures remain efficient, flexible, and relevant.

(C) Grievances

- (1) A "grievance" constitutes an action taken against an individual faculty member or group thereof which affects directly and adversely his or their professional standing or economic position. Grievances include such actions as:

- (a) Dismissal from term appointment prior to date of expiration.
- (b) Dismissal from term appointment without sufficient notice of non-renewal,
- (c) Dismissal or retirement for any reason, other than having reached the statutory retirement age, after "continuing appointment" has been granted,
- (d) Change in academic rank unacceptable to an individual,
- (e) Demotion or decrease in salary,
- (f) Failure to fulfill contractual conditions,
- (g) Violation of the Personnel Policies of the Board of Trustees.

- (2) The allegedly injured party usually initiates a grievance procedure, initially defines its nature and scope, and pursues its settlement. Once an action has been taken or launched against an individual, however, the very nature of the situation tends to limit his power to deal with the problem. The Council on Faculty Affairs is therefore authorized to make preliminary inquiries whenever it has received information that an action resulting in a grievance may have occurred.

- (3) Principles for handling grievance investigations and settlements:

- (a) (a) Assurance of justice and understanding to the allegedly injured party or parties,
- (b) Protection of the area of legitimate administrative action,
- (c) Promotion of an atmosphere of mutual confidence in the University Community.

In order to fulfill these ends the procedures to be used are to be:

- (a) As simple and manageable as possible,
- (b) Readily available, prompt in execution, and designed to pin down responsibility for taking action.
- (c) Designed to secure due process and calm deliberation, but also prompt and unequivocal resolution of the problem.

(4) Procedures: according to the By-laws of the Faculty of the State University of New York at Albany and the Plan of Organization of the Faculty Senate, the Council on Faculty Affairs shall serve as a grievance committee under general directives provided by the Policies of the Board of Trustees of the State University of New York. (Faculty Handbook, page 11: Policies of the Board of Trustees, page 14.) This mandate shall be implemented in the following ways:

- (a) Initiation: the Chairman of the Council on Faculty Affairs shall function as chief contact person and initiator of proceedings in all cases of alleged grievance brought to his attention.
- (b) Preliminary investigation: the Chairman of the Council on Faculty Affairs, or a committee appointed by him, shall make a preliminary investigation of each grievance brought to his attention.
- (c) Informal settlement: the Chairman of the Council on Faculty Affairs or his committee shall attempt, after preliminary investigation, to settle each grievance by informal consultation with the parties involved.

⁴(d) Formal hearing: should preliminary investigation and informal consultation fail to settle the grievance, and should any of the parties involved reject all proposed settlements, the allegedly injured party may then petition for a formal hearing. The Chairman of the Council on Faculty Affairs should then promptly proceed to organize such a hearing in accordance with the provisions described below:

- i. The "principal" in such proceedings, heretofore referred to as the "allegedly injured party", shall be given an adequate bill of particulars of ^{the charges} against him. ~~The President of the State University of New York at Albany shall issue this bill of particulars.~~ It shall specify the laws or regulations allegedly violated or applicable to the situation and the alleged acts or conditions of the principal that constitute the basis for the charges. It shall be issued in writing to the principal long enough before the scheduled hearing so that an adequate defense can be prepared.
- ii. The formal hearing shall be conducted before a board of faculty members who are not directly involved in the case. This board shall consist of five members and shall be appointed by the Council on Faculty Affairs with the advice and consent of the Executive Committee of the Senate.
- iii. The board shall choose its own chairman, who shall preside at the hearings.

- iv. Each party to the action shall have the right to challenge proposed members of the board. * 7
 - v. Each party to the action shall have the right to be represented by counsel.
 - vi. Each party to the action has the right to summon witnesses in his behalf, to cross-examine witnesses summoned by the other side, and to examine documents and depositions introduced as evidence by the other side.
 - vii. The hearings shall be conducted in accordance with procedures recommended by the American Association of University Professors. A record of the hearing shall be kept. (Statement on Procedural Standards, AAUP Bulletin, vol. 44, No. 1 (March, 1958), pp. 270-274; and Joughin, Louis, "Academic Due Process," AAUP Bulletin, vol. 50, No. 1 (March, 1964), pp. 19-35.)
 - viii. Once the hearings have been concluded, the Board shall enter promptly on its deliberations, from which all interested parties shall be excluded.
 - ix. ~~Decisions of the Board shall be communicated in writing to each party to the action.~~ * 8 Such decisions shall be made public unless the principal objects in writing to the Chairman of the Board within twenty-four hours.
 - x. * 9 Decisions of the Board shall be binding unless appealed by either party.
- (e) * 10 Appeals: in the Policies of the Board of Trustees of the State University of New York, under the heading of "Termination for Cause" (page 28), similar hearings are specified to be held "after investigation by the chief executive officer of a unit" by a board appointed by the central administration of the State University system. While no procedure which we are authorized to establish can supersede these regulations, all of the procedures herein described may be regarded as authorized under the provision for preliminary local investigation. The procedures referred to in the Policies of the Board of Trustees shall then function as an appeal mechanism available, through the mediation of the President of our unit, to either side in a grievance case.

* 11

Submitted by the Committee to
Study and Propose Grievance
Procedures established by the
Council on Faculty Affairs,

H. Story
H. Flierl
C. Stokes
W. Leue, Chairman

6/1/69

To insert in Sec. C, 4, d, 1 (p. 4) after the words, "charges against him."/

This bill of particulars shall be issued by the ~~administrative officer~~ ^{person} named in the petition of the principal as primarily responsible for the alleged injury, or shall be issued by an administrative officer to whom he ~~is~~ is responsible. It is understood that the normal level of responsibility for the issuance of such a bill of particulars will be at the level of division head or dean of school. Department chairmen will not usually be regarded as exercising sufficiently autonomous administrative responsibility to perform this function, or to be a primary party to the action. Whenever possible, the President of the State University of New York at Albany will not be directly involved as a party to the action.

To add to Sec. C, 4, d, 1, (p. 5)

Final decision on all such challenges shall be made by the Council on Faculty Affairs

To strike out the first sentence of Sec. C, 4, d, 1X and substitute

Recommendations of the Board shall be communicated in writing to each party to the action and to the President of the State University of New York at Albany

To substitute the following statement for the present text of Sec. C, 4, d, 1X (p. 5)

Recommendations of the Board shall be binding if and when approved by the President of the State University of New York at Albany. The President may either approve the recommendation of the Board, or suggest modifications, or himself attempt a final resolution with the parties to the action, or veto the recommendation. If he rejects the recommendation, either party may appeal to higher levels of the organization of the State University of New York for final decision. *The President shall act on the recommendation within two weeks of its receipt.* (p. 5)

To insert at the beginning of Sec. C, 4, e, / after the title word, "Appeals,"

If the President vetoes the recommendation of the Board, or if either party ~~is not willing~~ is not willing to accept the recommendation as approved by the President, the case may be appealed to the general level of organization of the State University of New York

To add at the end of Sec. C, 4, e, (p. 5) /

Further specification and modification of appeal procedures beyond the local will be currently under study by the Senate of the State University of New York and by its Committee on Personnel Policies

To: The Faculty Senate of the State University of New York at Albany

From: The Council on Faculty Affairs and its Committee to Study Grievance Procedures

Concerning: Amendments to the Proposed Grievance Procedures presented to the Senate at its meeting on May 1, 1967 and referred back to the Council on Faculty Affairs and its Committee by the Senate for further study

Date: June 5, 1967

Proposed Amendments to the original statement:

1. /To be inserted at the end of the introductory paragraph, below the vertical list of "(A) Questions, (B) Complaints, (C) Grievances."/

"Faculty" and "faculty members" as herein used are defined in the By-laws of the Faculty of the State University of New York at Albany (Art. I, Sec. 1) and are roughly synonymous with the term "professional (unclassified) personnel" as used by the Personnel Policies Committee of the Senate of the State University of New York in its letter of April 20, 1967 on proposed grievance procedures.

2. /To be added at the end of Sec. B, 4 (p. 2)/

An administrative officer who finds that he cannot promptly (within one week) resolve a complaint, or who believes that it is beyond the scope of his authority to resolve it, ~~may~~ refer it to a higher level of administrative authority or to the Council on Faculty Affairs.

3. /To insert in Sec. C, 1 after the words "Grievances include,"/

But are not limited to

4. /To replace Sec. C, 4, d by the following statement:/

(d) Formal hearing: Should preliminary investigation and informal consultation fail to settle the grievance within two weeks, and should any of the parties involved reject all proposed settlements, the allegedly injured party may then petition the Chairman of the Council on Faculty Affairs for a formal hearing. This petition should detail the action or actions complained of and should name the person or persons believed responsible for the action or actions. The Chairman of the Council on Faculty Affairs should then promptly proceed to organize such a hearing in accordance with the provisions described below.

5. /To strike out the word "the" before the word "charges" in the first sentence of Sec. C, 4, d, 1 (p. 4) and substitute the word

"any."

POSITION PAPER ON CONFLICTS OF INTEREST

The growth of federally-sponsored research has led to increasing use of university staff members in both the conduct of the research and as advisors to the agencies sponsoring research. This has increased the possibility of conflicts of interest arising for the persons involved both during the conduct of research and while serving as consultant; and necessitates a campus position paper on the subject.

With respect to the federally-sponsored research, SUNY at Albany endorses the joint statement of the American Association of University Professors and the American Council on Education, "On Preventing Conflicts of Interest in Government-Sponsored Research at Universities". The joint statement provides an excellent guide for the faculty and staff. Copies may be obtained from the Office of the Vice President for Research; and advice and assistance with regard to questions or problems related to conflicts of interest also is available from that office.

The laws of the State of New York provide a code of ethics for State employees. Pertinent excerpts of the laws are:

McKinney's 1965 Session Laws of New York

Excerpts from Chapter 1012, Laws of New York 1965, Public Officers -- Appearances and Interests

"S. 74 Code of Ethics

2. Rule with respect to conflict of interest. No officer or employee of state agency, member of the legislature or legislative employee should have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity or incur any obligation of any nature, which is in substantial conflict with the proper discharge of his duties in the public interest.

3. Standards.

e. No officer or employee of a state agency, member of the legislature or legislative employee should engage in any transaction as representative or agent of the state with any business entity in which he has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of his official duties,

g. An officer or employee of a state agency should abstain from making personal investments in enterprises which he

has reason to believe may be directly involved in decisions to be made by him or which will otherwise create substantial conflict between his duty in the public interest and his private interest.

4. Violations. In addition to any penalty contained in any other provision of law any such officer, member or employee who shall knowingly and intentionally violate any of the provisions of this section may be fined, suspended or removed from office or employment in the manner provided by law."

Council Recommendations: That a section on conflicts of interest by contained in future editions of the Faculty Handbook. Information on this vital topic thus would be disseminated as a routine procedure each academic year.

Approved by Council on Research at its regular meeting on May 17, 1967.

COUNCIL MEMBERS:

Dr. William Clarkin	Dr. Reuben Rusch
Dr. Robert Donovan	Dr. Louis Salkever
Dr. Robert Miller	Dr. Jack Smith
Dr. John Overbeck	Dr. Henry Tedeschi
Earl G. Droessler, Chairman	

May 26, 1967

Evan R. Collins
Vice of the President
Room 104

Mr Dr. Collins:

Enclosed is a copy of two resolutions that I would like
to have placed on the agenda at the June 5th meeting of the
Faculty Senate.

I will introduce the resolutions if the chair will
recognize non-senators. Otherwise Harold Story will introduce
the resolutions.

Sincerely,

Alfred Levitas
Alfred Levitas

ALh
Enc.

cc: Harold Story
Walter Knotts
Ralph Tibbetts
Kendall Birr ✓

Presented at June 1967 meeting

RESOLUTION #1:

That the Faculty Senate of the State University of New York at Albany express an opinion, by letter or telegram, to the President of the United States, as follows:

Not defeated

Gentlemen: *Sir*

voted to

Recently, the Congress of the United States has extended the Selective Service Act for a period of four years and in so doing has imposed no statutory restriction on the deferment of graduate students. It is our understanding that you are soliciting opinions on the question of the deferment of graduate students, and the purpose of this letter (or telegram) is to present our opinion to you.

We believe college seniors who have been accepted for graduate study should be deferred. We believe that graduate students who demonstrate satisfactory progress toward the completion of an advanced degree should be deferred.

We advise that this position is required to insure continuing strength of the graduate programs of the colleges and universities of the United States, and to insure the continuing availability of professional personnel in all disciplines. We submit that it is in the national interest to insure such continuing availability.

RESOLUTION #2:

That the representative of the State University of New York at Albany be authorized to introduce and support a similar resolution at the next statewide meeting of the Faculty Senate.

