

2003-04 Faculty Senate Motions and Resolutions

Motion #1: From the Academic Standards Committee regarding the new XF “unofficial withdrawal” grade as a pilot project. (see PDF)

Motion #2: Expanding membership on Faculty Salary Committee to include the faculty/staff representative to the UW-System Compensation Committee.
The UW-River Falls faculty representative to the UW-System’s Faculty/Staff Compensation Advisory Committee will henceforth be a full, voting member of the Faculty Salary Committee.

Motion #3: Approving shift from printed DAR form to an electronic DARwin.
Because of time and resource constraints involved in the transition to the new eSIS system, the program necessary to produce printed versions of the Degree Audit Report (DAR) for every advisors’ advisees this academic year cannot be written. Therefore, a printed DAR cannot be supplied to advisors for students registering for Spring Term 2004 and Fall Term 2004. However, each advisor and student will have access to an up-to-the-minute electronic report through the eSIS Self-Service.
The Advising Committee will conduct a survey in April 2004, of students and advisors to evaluate the effectiveness of only being supplied an electronic report. The survey will address the effectiveness of online DAR, the need by either the student or the advisor for the written report, and suggestions for providing such reports in the future. Based on the survey results, the Advising Committee will make a recommendation to the Faculty Senate by May 1, 2004 as to whether or not to continue with only electronic report.
The Executive Committee of the Faculty Senate will appoint at least two Senators to work with the advising committee and eSIS staff to suggest possible ways of providing interim accommodations for advisors who will be most seriously impacted by this move.

Motion #4: From the Academic Policies & Programs Committee for the approval of a graduate certificate in Service Learning.

Motion #5: From the Academic Policies & Programs Committee for the approval of a graduate certificate in Community Education.

Motion #6: From Faculty Welfare and Personnel Policy Committee – Journalism Tenure Degree Requirement

This motion is the result of our committee’s discussion concerning the issue of the “terminal degree” in journalism and the difficulty of hiring individuals with skills (as opposed to theoretical) experience in the field. At its meeting on October 6th The Faculty Welfare and Personnel Policies Committee voted 6-1 to recommend placement of the following language in the Faculty Handbook in Chapter IX, Appropriate Educational Preparation, Code 1, add to the list:

“M.A./M.S. in Journalism and minimum three years relevant professional experience (limited to promotions to Associate Professor only)”

Motion #7: From Faculty Welfare and Personnel Policy Committee – Changing Criteria

(Note: The first paragraph below is language presented in the Faculty Handbook. The remaining paragraphs are presented here for discussion and refinement. They would be added to the Handbook at appropriate locations—to be determined.)

3.23-Each academic unit (department) will develop a written set of criteria and will determine the relative importance of these criteria for determining renewal using the basic core of the above criteria including the integration of technology in RF 3.21 as a model and have it approved by the respective College Dean, the Provost & Vice Chancellor, and the Chancellor. These criteria are to be provided in writing to and discussed with new faculty members by each academic unit chair.

The department may adjust its criteria, within the boundaries of core criteria C1-3 above; the respective College Dean, the Provost & Vice Chancellor, and the Chancellor must approve those changes. Departments and administrators must follow a principle of fairness in applying changed criteria to decisions involving faculty who have been working under the conditions of the prior criteria. Faculty within three years of the department's decision for tenure, promotion, or post-tenure review decisions will be given the option to have the criteria operative prior to the change used in these decisions.

Other faculty subject to a retention, promotion or post-tenure review decision when criteria have changed since time of hire, last promotion or post-tenure review should confer with the department and department chair to negotiate and clarify the criteria to be used. Consideration must be given to length of service under the prior criteria, the terms and expectations under which the initial hire was made, the decision process used to change the criteria, and the extent of prior consultation with the faculty member with respect to the changed criteria. These clarifications will be summarized in writing, approved by the respective College Dean, the Provost & Vice Chancellor, and the Chancellor, and entered into the faculty member's professional record. These clarifications will also be mentioned in the Chair's recommendation and the individual's Reflective Statement in the decision file. Decision makers will use these clarified criteria in making their recommendations.

Motion #8: From the Academic Standards Committee clarifying graduation honors regalia. We recommend that the sentence, "*Graduating senior honors students will also be awarded a red and white honor cord to be worn at commencement (sic).*" be removed from the Senior Honors section of the Academic Honors policy, effective immediately.

Motion #9: From the Academic Standards Committee to distinguish between "Honors Program" and "Academic Honors."

To distinguish students participating in the Honors Program from the Academic Honor designation, we recommend changing the designation to read Freshman, Sophomore, Junior, and Senior Merit, effective immediately

If proposals 1 and 2 are adopted, the revised Academic Merit policy would read:

Academic Merit

Each Spring, superior scholarship is recognized by the awarding of Freshman, Sophomore, and Junior merit to those students enrolled during the Spring term. To receive merit, students must maintain a minimum cumulative grade point average of 3.500 with no F's, outstanding incompletes, or repeat grades on their academic record. Outstanding SP designations will not preclude Freshmen, Sophomores, and Juniors from receiving merit.

Freshmen who meet the above requirements and have completed 14-38 credits at UW-RF will receive Freshman Merit.

Sophomores who meet the above requirements and have completed 39-67 credits at UW-RF will

receive Sophomore Merit and the silver "R".

Juniors who meet the above requirements and have completed 68-110 credits at UW-RF will receive Junior Merit.

Senior Merit: Graduating seniors who have maintained a minimum cumulative 3.500 grade point in their last 60 credits at UW-RF with no outstanding F's, SPs, or Incompletes during those last 60 credits at the time merit is determined will receive Senior Merit and the gold "R".

Cum Laude: Graduating seniors who have maintained a minimum cumulative 3.700 grade point average for their entire college career, at all institutions, with no outstanding F's and no outstanding Incompletes, will be granted "Cum Laude".

Magna Cum Laude: Graduating seniors who have maintained a minimum cumulative 3.800 grade point average for their entire college career, at all institutions, with no outstanding F's and no outstanding Incompletes, will be granted "Magna Cum Laude".

Summa Cum Laude: Graduating seniors who have maintained a minimum cumulative 3.900 grade point average for their entire college career, at all institutions, with no outstanding F's and no outstanding Incompletes, will be granted "Summa Cum Laude".

In addition to these honors, many of the academic departments annually present awards to their student majors that recognize superior scholarship, leadership, or service to the department.

Motion #10: From the Academic Standards Committee defining criteria for and benefits associated with emeriti status.
Disapproved by the Chancellor.

Motion #11: From the Calendar Committee setting the 2005/06 UW-River Falls calendar. [0506 Calendar.doc](#)

Motion #12: From the Calendar Committee setting the 2006/07 UW-River Falls calendar. [0607 Calendar.doc](#)

Motion #13: From the Faculty Welfare and Personnel Policy Committee clarifying timeline for promotion to full professor.
The committee recommends amending the wording in the *Faculty Handbook Chapter 4: General Criteria for Promotion – Procedure and Promotion to Professor* as follows:

1. "The chair notifies individual faculty members by October 1" is changed to:

"The chair notifies individual faculty members within five working days following September 15 of the faculty members' eligibility for promotion to full professor and their requirement to submit their professional record, as specified in Chapter 4 of the Faculty Handbook – Procedure for Promotion to Professor."

2. The following wording is added:

"The completed record will be submitted to Department Chair for departmental review by October 15."

Motion #14: From the Academic Policies & Programs Committee to classify English 252 “Multicultural Education: Language, Literature, Media and Philosophy” as a diversity course.

Motion #15: Facstaff-notify Distribution Policy (Email)

Electronic mail (email) has greatly increased our ability to quickly communicate with the campus community (faculty, staff, and students). Because email is such a powerful communications tool, its use has, unfortunately, been subject to overuse. When the “facstf-l” emails were being delivered directly to our in-boxes, the campus community received many emails that had limited interest to many people. Further, the volume of these and other emails was seriously degrading the performance of the email system.

In light of this the Administration enacted a policy creating new “Facstaff-notify category of email, which is delivered directly to the in-boxes, while consigning the older “facstaf-l” distribution email to “indirect” delivery. Delivery of the older email categories are indirect in the sense that the default is that they are delivered to an alternative mailbox in the email software and individuals have the option to sign up for either a poorly structured digest version or re-signing up for direct delivery of all these emails to our in-boxes. Only the Chancellor, Provost and Vice-Chancellor for Finance were granted authority to send “Facstaff-notify” emails.

While we appreciate the need for a means to address the significant volume of unwanted email that was coming to our in-boxes via the facstf-l list, we feel that the administration’s action was taken in a hasty, ad hoc way with too little development of guidelines to implement this new policy and too little consideration of its impact on shared governance on this campus. As of January 9, 2004, 121 faculty and academic staff have requested that all facstf-l emails be delivered to their inbox. Of these 38 had opted for the digest form of delivery. Thus, a substantial proportion of the campus community has to open up a separate mailbox to get facstf-l emails. We suspect this is not happening and, as a result, communications are suffering.

In this light, the Faculty Senate, Academic Staff Council, and Student Senate are jointly sponsoring the following motion.

Facstaff-notify Distribution Policy

1. Emails that are sent to the campus community via the Facstaff-notify lists must contain information that:
 - a. Requires a timely distribution
 - b. Is expected to be of interest or importance to a substantial portion of the target audience
 - c. Is required to conform to state or campus regulations
2. To ensure that the campus community is not inundated with emails sent via the Facstaff-notify list, the people authorized to send messages to these lists include:
 - a. Administration: Chancellor, Provost, Vice Chancellor
 - b. Faculty: Chair of Faculty Senate or Vice Chair in the absence of the Chair
 - c. Staff: Chair of Academic Staff Council or Vice Chair in the absence of the Chair

To ensure that the privilege of using the Facstaff-notify list is being used appropriately, use of these emails may be reviewed during monthly shared governance meetings of the Chancellor, Faculty Senate Chair, Chair of Academic Staff Council, and the Student Senate President.

Motion #16: Proposal from the Academic Policies and Programs Committee to adopt the UW-RF General Education Mission Statement, Goals, Criteria and Outcomes. [Gen Ed Mission Statement.doc](#)

Motion #17: Proposal from the Academic Policies and Programs Committee to create a Faculty Senate General Education Committee with the structure and functions listed below:

Committee Structure: Responsibility for supervising the General Education Program at the University of Wisconsin – River Falls will be undertaken by a faculty committee comprised of the following voting membership: proportional representation of the faculty by college (determination to be based on FTE) not to exceed 10 faculty members appointed by Faculty Senate for three year terms, plus two student members appointed by the Student Senate. Each academic college must have at least one representative. Non-voting representatives will include a representative from the Office of the Vice Chancellor for Academic Affairs, the Assessment Committee, the Academic Programs and Policies Committee, the Library, and the Registrar’s Office.

Committee Functions:

1. Promote and support the General Education program on the UWRF campus.
2. Define and review the policies for the General Education course submission procedure.
3. Approve/disapprove courses for the General Education program and communicate these decisions to the campus community.
4. Ensure that the Assessment Committee assesses the General Education Program every 10 years and recommends changes.
5. Carry out a review of General Education courses on a 5-year cycle.
6. Evaluate all assessment results and provide feedback to all relevant parties.
7. Recommend changes in the General Education structure to the Academic Programs and Policies Committee.
8. Promote opportunities for faculty development related to General Education.
9. Develop processes and procedures for removal of General Education courses from the curriculum.
10. Determine whether or not the course offerings for each General Education goal are sufficient to meet student needs.

Motion #18: Proposal from the Academic Policies and Programs Committee for policy guidelines for the General Education Committee

Guidelines for General Education Courses:

1. General Education courses will be approved for a period of 5 years.
2. General Education classes will be available to the entire student body.
3. General Education courses may be offered at any course level (100 – 400). General Education classes may require class standing but should not require prerequisite courses.
4. General Education classes will include, to the extent possible, critical thinking, written composition, oral discussion, and graphic components.
5. All courses applying for inclusion in General Education will meet all criteria designations--except courses designated SBS (Social and Behavioral Sciences), which must meet two of the five criteria.
6. General Education courses may count toward required supporting courses but will not be counted in a student’s major or minor programs.

Students must demonstrate that they have fulfilled the 38-credit General Education requirement. Fulfillment can be demonstrated by taking general education courses, approved transfer credits, testing out, or other appropriate means as approved by the appropriate academic dean. Courses may be approved for more than one General Education designator. For such courses, students must select the designator under which it will be counted. One course cannot satisfy more than one General Education designator requirement.

Motion #19: Proposal from the Academic Policies and Programs Committee for approval process for general education courses

In order to receive General Education designation, a course must be approved following the procedure outlined below:

1. The appropriate departments or programs will first approve the course. In the case of an interdisciplinary offering, all of the departments involved must approve the course. If a single faculty member is offering an interdisciplinary course, all relevant departments must be consulted about the appropriateness of course content.
2. Following departmental approval the course will be forwarded to the appropriate college Curriculum Committee(s).
3. Following approval by the college curriculum committee(s) the course will be forwarded to the University Curriculum Committee.
4. Following approval by the University Curriculum Committee, the course will be forwarded to the General Education Committee to determine whether the course can appropriately be included within the general education curriculum. The General Education Committee will consider the relevance of the proposed course to the General Education Mission and will work with departments to ensure that faculty with appropriate credentials are available to teach the proposed course, and that the necessary assessment strategies are in place.

Information Required for General Education Approval

In addition to providing information regarding course outline, teaching pedagogies, and the other information typically required of a new course, courses seeking a General Education designation will need to demonstrate the following (see attached form):

1. The goal or goals that the course is intended to satisfy.
2. The specific designation within a goal that a course is intended to satisfy.
3. The ways in which students will meet outcomes, including writing assignments.
4. The techniques that will be employed to assess effectiveness in meeting the designated outcomes.

Any course approved for General Education will be expected to address all criteria within a designation with the exception of SBS where courses must meet a minimum of two of the five criteria.

Motion #20: Proposal from the Executive Committee on Facstaff-notify Distribution Policy (Email)

Emails that are sent to the campus community via the Facstaff-notify lists must contain information that:

1. Requires a timely distribution
2. Is expected to be of interest or importance to a substantial portion of the target audience
3. Is required to conform to state or campus regulations

To ensure faculty are aware of issues of interest to them that are being considered by Student Senate, the President of the Student Senate, or the Vice Chair in the absence of the Chair, should be granted authority to use the Facstaff-notify email list.

To ensure this privilege is being used appropriately, use of these emails may be reviewed during monthly shared-governance meetings of the Chancellor, Faculty Senate Chair, Chair of Academic Staff Council, and the Student Senate President.

Motion #21: Proposal from AP&P modifying AP&P Committee responsibilities and adoption of proposed implementation policy.

Current responsibilities:

- d. To examine and recommend to the Faculty Senate proposals for new graduate degree and certificate programs, undergraduate minors and majors, general education, diversity courses, and any other new academic programs. Graduate programs will be forwarded to the Academic Program and Policy Committee by the Graduate Council.

Proposed modification in responsibilities:

- d. To examine and recommend to the Faculty Senate proposals for new graduate degree and certificate programs, undergraduate minors and majors, general education, American cultural diversity and global perspective courses, and any other new academic programs. Graduate programs will be forwarded to the Academic Program and Policy Committee by the Graduate Council.

Proposed implementation policy:

Students are required to take one course designated as Global Perspectives (G) and one course designated as American Cultural Diversity (D). This requirement may be satisfied as part of their General Education program, their major or minor programs of study, or their elective credits. To the degree possible, courses designated D or G should also address issues of gender and class. Courses must be taken at the 200 level or above and must be at least three credits.

American Cultural Diversity (D)

Criterion:

- a. Courses designated **D** will examine changing social identities and divergent beliefs of one or more racial or ethnic group of American culture as defined by the UW-System to include the following groups: African American, Hispanic/Latino(a), Asian-American, and American Indian.

Outcomes:

- a. Students will examine the ways in which issues of race and/or ethnicity shape social identities and influence behaviors within diverse segments of American society.
- b. Students will analyze social and historical factors that may influence their interaction with members of a diverse society

Please respond to questions 1 – 4 on additional pages.

1. How will the proposed course meet the criterion? Be specific.
2. How will the outcome be met in the proposed course?
3. What assessment tools/techniques will be used to assess student learning in the proposed course?
4. What type of evidence will you provide to demonstrate that your students are meeting the outcomes?

Global Perspectives (G)

Criterion:

- a. Courses designated **G** will require students to examine subject matter from a global/international perspective.

Outcomes:

- a. Students will describe and analyze global or international issues.
- b. Students will compare and contrast various aspects of an international culture to their own.

Please respond to questions 1 – 4 on additional pages.

1. How will the proposed course meet the criterion? Be specific.
2. How will the outcome be met in the proposed course?
3. What assessment tools/techniques will be used to assess student learning in the proposed course?
4. What type of evidence will you provide to demonstrate that your students are meeting the outcomes?

Motion #22: Proposal regarding undergraduate enrollment in 300/500 and 400/600 courses:
Previous policy

1. Slash courses are numbered with both undergraduate and graduate numbers (300/500, 400/600.) Freshman and sophomores are not permitted in 300/500 and 400/600 courses and juniors are not permitted in 400/600 courses. No undergraduate students may enroll in 700-level courses under any circumstances.

Proposed policy

1. Slash courses are numbered with both undergraduate and graduate numbers (300/500, 400/600.) Freshman and sophomores are not permitted in 300/500 and 400/600 courses. Juniors and seniors are permitted in 300/500 and 400/600 courses. No undergraduate students may enroll in 700-level courses under any circumstances. A sophomore may petition the Dean of Graduate Studies for admission to a 300/500 course, but only under extraordinary circumstances, and with written support of the instructor and advisor.

Motion #23: Proposal from the Academic Standards Committee regarding the Dean's List Policy:

Add the following sentence to existing policy:

“Outstanding SP designations will not preclude students from receiving this honor.”

The Dean's List policy will then read:

Superior scholarship is recognized at the completion of Fall and Spring Terms by publication of the Dean's List. Undergraduate (Freshman-Senior) degree-seeking students are eligible to receive this honor. Students must complete a minimum of 12 credits, receive a minimum of a 3.500 term

grade point average, and have no F's, outstanding incompletes or repeat grades during the academic term. Outstanding SP designations will not preclude students from receiving this honor.

Motion #24: Proposal from the Executive Committee to modify the terms of Senators Potts, Ferriss, and Allyn

In order to balance the number of Senators elected each year (at seven), the terms of Senators Glenn Potts (CBE), Terry Ferris (Senior At-Large), and Debra Allyn (CEPS) will be extended by one year and will expire in 2006.

Motion #25: Proposal from AP&P on the implementation of the Regents' policy on changes levied on credits in excess of 165.

Background

Starting in the fall of 2004, Wisconsin resident undergraduate students who have earned 165-credits (or 30-credits more than required for their degree programs, whichever is greater) will be charged a surcharge, equal to 100 percent of the regular resident tuition, on credits beyond that level. This policy, created by the Board of Regents, views a college degree from the perspective of a taxpayer. There are many legitimate reasons why students might accumulate "excessive" credits. This policy will not prevent students from pursuing their goals, but it will be at a cost that is less subsidized by Wisconsin taxpayers. This is not a policy that UW-RF can decide whether or not to implement. This is a UW-System mandate.

The policy covers all Wisconsin resident undergraduate students pursuing their first bachelors degree, including students pursuing a double major. Minnesota residents and non-residents, graduate, post-baccalaureate, and non-degree students are not affected. The policy applies to all credits earned at UW-System campuses and Wisconsin Technical College System (WTCS) transfer credits accepted toward a degree. Retroactive, Advanced Placement (AP), military, and transfer credits from outside the UW/WTCS institutions do not count toward the total.

The surcharge will be applied to students in the semester following the one in which they reach the earned credit limit. This policy is not phased in. The surcharge will add 100 percent to the Wisconsin resident tuition routinely charged, and it will be charged for all credits over the credit limit.

Warning System

Each semester, excluding J-term and summer session, the Deans' Offices will notify Wisconsin resident students from their college who have reached 130-credits that they are accumulating credits at a rate that might result in a surcharge. This notice will be copied to the student's advisor. The notice will indicate the number of credits from UW-System institutions that the student has accumulated toward the 165-credit limit and refer them to their advisor and Dean's Office if they wish to appeal.

In addition to the warning from the Dean's office, a message will appear on the DARS reports of Wisconsin residents when they reach 130 earned credits. This message will warn them that they may be accumulating credits at a rate that might result in a surcharge and direct them to a website for more information. The policy and appeal process will also be placed in the catalog and other pertinent publications and electronic media.

Appeal Process

Each student has the right to appeal to the Dean's Office of their respective college. Under the implementation guidelines established by the UW-System, institutions are permitted to "make exceptions through an appeals process and grant waivers in cases of extenuating circumstances beyond a student's control." As the Dean's Office of each college is most familiar with the requirements for their respective degree programs and best understands the unique circumstances presented by an individual student, this appeal process will be handled at that level. To assure consistency across college, the Dean's are encouraged to collaboratively review the appeals. The Dean's Office will maintain documentation of the student appeal and the decision rendered.

To appeal the surcharge on credits beyond 165, the student must submit the "Appeal for Waiver of 165 Credit Surcharge" to the Dean of their college in which their advisor resides. The appeal should be submitted at least one semester before the surcharge would be in place. This form is available at the Dean's Office and on-line through the Accounts Receivable Office webpage at <http://www.uwrf.edu/accounts-receive/>. The Dean's Office will review each case and report their decision to the student, advisor, and the Vice Chancellor/Provost Office. The Provost will then notify the Accounts Receivable Office.

Initially, the primary basis for considering appeals will be the following situations:

- Students who are juniors or seniors during the 2003-2004 academic year and who have been making steady progress toward program completion.
- Students who earned credits several years ago, dropped out, and enrolled in a different program when they returned to school.
- Students whose change of program was initiated by an academic unit

The Provost will maintain a cumulative report of the number of appeals, number of appeals granted/not granted, and specific reasons for the appeal. The Academic Policy and Programs Committee will review this information after one year and then revise the policy and procedures as necessary.

Motion #26: Proposal from the Academic Standards Committee to make the "XF" grade a permanent grade option.

Unofficial Withdrawal Policy

Students are defined as unofficially withdrawn for Title IV purposes when they do not have any grades for the semester other than "XF", a failing grade due to non-attendance.

Identification Process – Unofficial Withdrawals

- Notification is sent to the faculty asking for verification of enrollment at the end of the 3rd week and again at the end of the 10th week.
- Instructors indicate online any student who is not, based upon their judgment, currently attending their class and are asked to give a last known date of class attendance for those students who are not attending, if possible.
- A final grade of "XF" is assigned by instructors failing students due to non-attendance. When instructors assign an "XF" grade they are asked to report the last known date of attendance, if possible.

- At the end of each semester, a report is generated of all students who have Title IV aid and who have a semester GPA of 0.00. Those students who have all “XF’s” are assumed to be ‘unofficially withdrawn’.

Administrative Action

- The report is reviewed for those students with federal and state aid whom are assumed to have unofficially withdrawn from the University. The last date of attendance as reported by any of the instructors is determined and used in the Return of Title IV Funds calculation.
- If a last day of attendance cannot otherwise be determined, the student is assumed to have attended 50% of the enrollment period and the formula is calculated based on that length of attendance.
- Students will be billed for resulting institutional charges and repayments of federal and/or state financial aid.
- An “XF” grade is treated as an ‘F’ for all other policy purposes.

Motion #27: Proposal from Academic Standards clarifying the probation/suspension policy.

Good Academic Standing

Students are in good academic standing if they maintain a semester and cumulative resident grade point average (GPA) of 2.000 or greater.

Academic Probation

Students will be placed on probation if:

- They earn a cumulative grade point average less than 2.000
- They are readmitted after having left UW-RF while they were on probation or suspended for academic reasons.
- They have completed fewer than 30 credits and have a semester GPA of less than 1.000. To maintain enrollment, these students must meet with and establish an academic contract with their Academic Advisor or Academic Dean.
- Students whose cumulative GPA is less than 2.000 will remain on academic probation for successive semesters until their cumulative GPA is at or above a 2.000, as long as they maintain a 2.000 GPA each semester to demonstrate good academic progress.

Academic Suspension

The suspension period will be two semesters, exclusive of the summer session or the January interim session immediately following suspension. Students will be suspended if:

- Their semester and cumulative grade point averages both are less than 2.000 at the end of two successive semesters.
- They have completed 30 or more credits and have a semester GPA of less than 1.000. Students do not need to be on probation for this regulation to take effect.

Appeal of Suspension

Students placed on academic suspension may appeal the ruling to the Dean of their college and submit an application form for re-entry before the start of the academic term. Submitting the application early allows the student the greatest course selection. Depending upon the circumstances, it is the Dean's prerogative to reverse the suspension ruling.

Motion #28: Proposal from the Library Committee regarding the by-laws of the Library Committee

Current by-laws

Library Committee

1. Membership: Six faculty, at least one from each college, the Director of the Library, and two students.
2. Term of Office: Three years for faculty, one-third appointed each year; two years for students, one being appointed each year.
3. Duties:
 - a. Promote student and staff use of the library
 - b. To recommend major library policy regarding circulation and purchasing
 - c. To develop needed special programs and activities to improve library use by graduate faculty and students.
 - d. To suggest and seek non-tax financial support for the library
 - e. To orient new faculty to the library
 - f. To communicate library problems, procedures, and policies to the University community and communicate problems with the library to library staff and other responsible officials

Proposed by-laws Library Committee

1. Membership: Six faculty, at least one from each college, the Director of the Library, *academic staff representative*, and two students.
2. Term of office: Three years for faculty *and staff*, one-third appointed each year; two years for students, one being appointed each year.
3. Duties:
 - a. Receive advance notice of significant issues and changes that may affect the mission of the library and effectively communicate these to the faculty and staff.
 - b. Provide a mechanism for input regarding the library's collections, services, faculty and students needs, etc.
 - c. Receive annual summaries of the library budget and periodic updates as significant changes are made to the budget.
 - d. Advocate on behalf of the development of the library's resources and services.

Motion #29: Proposal from the Academic Standards Committee regarding Academic Merit:

Each Spring, superior scholarship is recognized by the awarding of Freshman, Sophomore, and Junior merit to those students enrolled during the Spring term. To receive merit, students must maintain a minimum cumulative grade point average of 3.500 with no F's, outstanding incompletes, or repeat grades on their academic record. Outstanding SP designations will not preclude Freshmen, Sophomores, and Juniors from receiving merit.

Freshmen who meet the above requirements and have completed 14-38 credits at UW-RF will receive Freshman Merit.

Sophomores who meet the above requirements and have completed 39-67 credits at UW-RF will receive Sophomore Merit.

Juniors who meet the above requirements and have completed 68-110 credits at UW-RF will receive Junior Merit.

Seniors: Graduating seniors who have maintained a minimum cumulative 3.500 grade point in their last 60 credits at UW-RF with no outstanding F's, *SP's*, or Incompletes during those last 60 credits at the time merit is determined will receive Senior Merit.

Cum Laude: Graduating seniors who have maintained a minimum cumulative 3.700 grade point average for their entire college career, at all institutions, with no outstanding F's and no outstanding Incompletes, will be granted "Cum Laude".

Magna Cum Laude: Graduating seniors who have maintained a minimum cumulative 3.800 grade point average for their entire college career, at all institutions, with no outstanding F's and no outstanding Incompletes, will be granted "Magna Cum Laude".

Summa Cum Laude: Graduating seniors who have maintained a minimum cumulative 3.900 grade point average for their entire college career, at all institutions, with no outstanding F's and no outstanding Incompletes, will be granted "Summa Cum Laude".

In addition to these honors, many of the academic departments annually present awards to their student majors that recognize superior scholarship, leadership, or service to the department.

Motion #30: Proposal regarding instructor evaluations:

The current instructor evaluation form will be used for the next two academic years. At the end of this three-year period, we recommend that the form and substance of the instructor evaluation process be re-evaluated.

Motion #31: Proposal regarding TOEFL scores for Masters in Management Program

In order to improve the likelihood of successful degree completion, the Masters in Management Program will require scores of 550 (written examination) or 213 (computer-based examination) for admission of international students to this program.

Motion #32: Proposal from the Recruitment, Admissions, and Retention Committee: By-Law change to add the Director of Admissions as an *ex officio* member of the committee

Current By-Laws:

Membership: Seven faculty, with at least one each from the academic staff and/or rank of instructor, assistant professor, associate professor, and professor, and three students.

Proposed By-Laws:

Membership: Seven faculty, with at least one each from the academic staff and/or rank of instructor, assistant professor, associate professor, and professor, and three students. *The director of admissions will be an 'ex officio' member of this committee.*

Motion #33: Proposal from AP&P regarding the Marketing Communications (MarCom) degree in the College of Business and Economics

Marketing Communications (MarCom) degree will no longer be available as a first major from the College of Business and Economics (CBE).

- 1) Students currently accepted with declared majors in CBE as Marketing Communications majors will be allowed to complete their programs and graduate from the College.
- 2) Effective June 1, 2004, students will no longer be allowed to elect a Marketing Communications degree as a first major from the College of Business and Economics.
- 3) The College of Business and Economics will continue to provide advising for those students currently enrolled in the program in CBE.
- 4) New students with a Business Administration first major in CBE may continue to select a second major in Marketing Communications.

CBE will continue to contribute to the MarCom program.

1) The College will continue to offer Marketing 311 Principles of Marketing for Marketing Communications Majors and will offer other required and recommended courses for

Marketing Communications students on a regular basis.

- 2) New students with a Marketing Communications first major in College of Arts and Sciences (CAS) or College of Agriculture, Food and Environmental Sciences () may continue to select Business Administration as a second major or as a minor.
- 3) The College will continue to support the Marketing Communications degree program of UW-RF through service on the Marketing Communications Program Committee, including participation as a student advisor and other duties of all Program Committee members.

MarCom degrees will continue to be offered by both CAS and CAFES.

- 1) CAS will provide the administrative home for the MARC faculty members.
- 2) The MarCom Program Committee will continue to coordinate the program and will work with the deans to coordinate plans with CAS, CAFES and CBE.
- 3) CAS will continue to provide appropriate courses in ART, ENGL, JOURN and SCTA to serve the major.
- 4) CAFES will continue to provide courses in AGED and AGECE to serve the program and will assist in providing resources for the program.