

MINUTES OF MEETING OF THE FACULTY SENATE OF THE UNIVERSITY OF ARIZONA
Monday, April 14, 1958 Room 101, Law Building

The Faculty Senate convened in regular session at 3:40 P.M. on Monday, April 14, 1958, in Room 101 of the Law Building. Thirty members were present with President Harvill presiding.

At the request of the President, the minutes will include the list of those present and those who are absent:

Present: Bateman, Bogart, Buchhauser, Enke, Forrester, Gegenheimer, Hall, Harvill, Howard, Hudson, Hull, Leshner, Livermore, Lynn, Lyons, Marcoux, Martin, Merritt, Murphy, Myers, Park, Patrick, Paylore, Powell, Rhodes, Roy, Slonaker, Tucker, Wallraff, Zapotocky.

Absent: Brewer, Carlson, Casaday, Conley, Crowell, Garretson, Humphrey, Irwin, Kemmerer, Mead, Nugent, Picard, Pistor, Vavich.

Approval of minutes: The minutes of the meeting of March 10, 1958 were approved as distributed to members.

Catalogue material, acceptance of: The April 2, 1958 list of new summer session and regular session course offerings was recorded as approved. The list included:

SUMMER SESSION

Education 362s Arizona Resources Workshop for Teachers and Administrators (2) Wetzler
Teachers and school administrators can broaden their knowledge regarding what the State of Arizona can offer in terms of modern technology, national resources, cultural, historical, and community resources, especially as these may be used to improve curricula and administration of Arizona schools.

Psychology 100s Introduction to Clinical Psychology (2) I Coan
Personality and behavior problems. Theory, methods of measurement, diagnosis and therapy. P, one year of psychology.

REGULAR SESSION

Geochronology 331 Pleistocene Biology (3) I Martin
Events of the glacial period as they relate to natural sciences. Glacial geology, relative and absolute dating, pollen stratigraphy, the fossil record, biogeographic theory, and the impact of man. 2R, 3L or field work.

Russian 1a-1b Elementary Russian (4-4) I, II ----
Grammar, pronunciation, class and collateral reading.

REGULAR SESSION - new courses (cont'd)

Zoology 356

Radioactive Indicators and Radiation Sources in
Zoology (3) I Slater

Primarily a laboratory course in advanced techniques in the use of radioactive tracers in physiological zoology and the influence of radiation on animal growth, survival, and genetics.
1R, 6L. 12 units in Zoology = P. Fee \$8.00

Student Advisory Program, report of committee on: *see page 430a for copy report*
Dr. Hurlbutt read a report for a special committee appointed to study the advisory system used in the University for purposes of determining what, if any, changes and additions might be made. The report was based upon the results of a questionnaires sent to a number of colleges and universities throughout the country, and in general indicated that advisory programs elsewhere are centralized to a greater extent than here at Arizona. It was the committee members' feeling that consideration should be given to the coordination of various activities related to advisory work and perhaps to the centralization of authority under an administrative officer. It was suggested that such reorganization would involve an additional cost of perhaps \$35,000 which is regarded as comparatively small as a percentage of the budget allocated to personnel work.

The Senate discussed various features of the report at some length, emphasis being placed upon the desirability of establishing uniform practices in advisory work and of making such advisory work as effective as possible.

President Harvill expressed his appreciation to Dr. Hurlbutt, Chairman of the Committee, for bringing to the Senate a most helpful report. He added that copies of the report would be distributed to the members of the Senate and to heads of the teaching departments so that the findings of the committee could be studied and the matter considered at a future meeting of the Senate.

Dishonest Scholastic Work, report from committee on: President Harvill called the attention of the Senate to a report he has received from the committee on Dishonest Scholastic Work. The report summarizes the work of the committee during recent months and indicates some of the factors which reduce the effectiveness of the proctoring system. The report pointed out that the committee in studying individual cases found that some teachers failed to exercise proper supervision of examinations and did not establish conditions that discouraged cheating.

The President emphasized the responsibility of faculty members in the conduct of examinations and the need for having all members of the teaching faculty fully aware of the University policy regarding the proctoring of examinations.

On motion by Dr. Patrick, with a second by Dr. Hudson, the Senate requested the President to provide members of the teaching faculty with a copy of the committee report.

The report reads as follows:

Statement by the Committee on
Dishonest Scholastic Work

We, the Committee on Dishonest Scholastic Work, strongly recommend that the following statements from "Statement of the University Rules and Policies Governing Dishonest Scholastic Work" be brought to the attention of every teaching member of the University staff.

The "Statement of the University Rules and Policies Governing Dishonest Scholastic Work" was approved by the Faculty Senate on November 15, 1948, and can be changed only with the approval of the Senate.

Introduction

The administration and faculty of the University are under a duty to discourage and prevent cheating by students and are also under an obligation to the citizens of Arizona to encourage the spirit of honesty in those enrolled in this institution.

Indoctrination of Students

The development of proper attitudes towards honor and honesty among the students is of great importance. Instructors are expected to call the attention of their classes, especially of their freshman classes, to the value of honesty.

Prevention of Cheating

The prevention of cheating is more important than the punishment of the discovered cheater.

During tests and examinations the instructor and his assistants, if any, are expected carefully to supervise the conduct of the examination.

All tests should be adequately proctored. For tests one class period in length or longer the recommended minimum number of proctors is:

<u>Size of Class</u>	<u>Minimum Number of Proctors</u>
0-50	1
51-100	2
101-200	3
More than 200	4 or more

Near the beginning of each academic year, the head of each department shall call attention of the members of his staff, especially new members, to these rules and policies.

Procedure in Case of Cheating

Definition of Dishonest Scholastic Work

Dishonest work during an examination includes the use by the student of information received during the examination from any person other than the instructor or from any source other than that specifically prescribed by the instructor.

When an instructor is convinced that the evidence shows that a student has done dishonest work in a class or laboratory of which he

is in charge, he shall interview the student, whenever possible, and transmit in writing to the chairman of the Committee through the dean of the college in which the student is enrolled the name of the student involved, a full description of the evidence and a report of the results of the interview with the student. The instructor may make a recommendation concerning punishment.

When an instructor has some grounds for believing that a student has done dishonest work in his class but the evidence of guilt is not conclusive, he may still follow the procedure set forth above if he wishes to do so. If the instructor decides not to report the case to the Committee for lack of sufficient evidence, he shall in no event punish the suspected student for cheating. (See "Violation of Classroom Regulations" below.)

Definition of Violation of Classroom Regulations

Teachers can and do establish rules for the purpose of preventing cheating during tests. Some examples are: rules against looking at papers of other students, open books and notebooks, and talking to other students. In many cases where such rules are violated there may be no convincing evidence that the student obtained or used any unauthorized information. In order to help maintain scholastic honesty the instructor is authorized in cases of clear cut violation of such rules, but not involving known cheating as defined above, to impose punishment by deducting points from the grade earned in the test in which the violation occurred.

If the instructor submits a case to the Committee, he will not take action modifying the grade of the reported student until he has been officially notified of the disposition of the case. Then his action will be in accordance with the official disposition of the case.

Mary Pilgrim	(Liberal Arts)
H. E. Stewart	(Engineering)
H. T. Getty	(Liberal Arts)
R. W. Hoshaw	(Agriculture)
A. L. Picchioni	(Pharmacy)
Clyde B. Vedder	(Bus. & Pub. Adm.)
Anita Sammarco	(Fine Arts)
D. J. Murphy	(Mines)
J. J. Irwin, Jr.	(Law)
R. E. Gorman	(Education)
M. G. Seeley	(Chairman)

Delinquent Scholarship Report Procedures, committee report re: At the request of the President, Dr. Merritt, Chairman of the Committee to study Delinquent Scholarship Report Procedures, referred to the report of his committee and distributed copies of a summary of the report as considered by the Senate on March 3 and March 10. The summary reads as follows:

Supplementary Committee Report
(Summary of Present Recommendations)
April 14, 1958

To: President Harvill
Faculty Senate of the University of Arizona

From: Committee on Delinquent Scholarship Report Procedures
(Professors Bateman, Newlin, Roos, Merritt).

Summary of Committee Work: The committee was first appointed on February 20, 1957. A report was made in May, 1957. The committee was reactivated on October 9, 1957 and additional questions were referred to it on December 5. The committee reported on March 2, 1958 and again on March 9, 1958. A brief summary of committee recommendations is presented here for the convenience of members of the Senate. Justification for the recommendations was presented in the March 2 report and, for the sake of brevity, will not be repeated here. As a result of discussion by the Senate, two of the original recommendations have been modified. Reasons are briefly stated. All present recommendations are presented below. The numbers refer to the numbered questions in the March 2 report.

- 1) That present policy (which denies a student the privilege of establishing credit by any means during a period of disqualification) be continued
- 2) That present policy (whereby a failing grade of 5 received in the freshman or sophomore year is not included in the computation of the graduation grade average, if the course is later repeated in residence and passed) be discontinued
- 3) That students who could reach the required graduation average by taking one course be allowed to take one 'elective' in residence at another accredited institution if no more than three semester hours of credit are involved and the elective is approved by the dean of the college concerned.
- 4) That students who could reach the required graduation average by taking one course be allowed to take one 'elective' as a correspondence course through the University, if no more than three semester hours of credit are involved and the elective is approved by the dean of the college concerned.
- 5) That whatever scholarship policy applies to academic work during a regular semester should also apply to summer session work with the proviso that, when summer session work results in probation status for a student, the dean of the college concerned may remove such probation status if he deems it to the best interests of the student and the University.
- 6) That present policy (whereby no University credit of any type may be received during a period of disqualification for disciplinary reasons) be continued

- 7) That present policy (whereby students may not obtain credit by examination for a course which has been audited or in which a grade of 5 has been received) be continued
- 8) No recommendation for action on this question - (reasons will be given verbally).

Dr. Merritt first called attention to the summary of committee work and then moved that Item No. 1 be approved by the Senate. The motion was seconded by Mr. Leshner.

Dean Forrester took exception to the present policy, explaining that a student who has been disqualified should be allowed to establish credit by examination, for which a charge is made.

In the general discussion which followed, it was pointed out that the interpretation of the present policy prohibits the transfer of any credit made during the period of disqualification and, further, denies the student the privilege of establishing credit by examination in courses which he has completed elsewhere. It was Dean Livermore's feeling that the student, under present regulations, would be allowed to establish credit by examination in any course in which he was prepared. Exception to this was taken by Mr. Leshner who pointed out that the disciplinary element of disqualification denied the student the opportunity to establish credit for any courses taken during the period of disqualification.

Professor Howard cited an example of a student who, during the period of disqualification, had completed elsewhere a first-year course in accounting and who wished, upon transfer, to establish his credit by examination. This was not allowed and the student was assigned to the beginning course. Dean Roy pointed out, however, that the repetition of the course need not have been required and that the student, while not receiving credit for elementary accounting completed elsewhere, could have been placed in an advanced course here and his degree requirement in elementary accounting could have been regarded as met without credit, especially upon validation of his work by completion of a more advanced course at Arizona.

President Harvill suggested that the restriction in establishing credit by examination should not apply to a disqualified student who had not enrolled elsewhere but who, by independent study, had prepared himself for the examination. There seemed to be agreement that in such a case credit by examination would be in order since the student had not been enrolled for the course elsewhere.

Attention was called to the present catalogue regulation which prohibits the establishment of credit by examination in a course which has been failed.

When the question was called for on Dr. Merritt's motion, the motion was lost by a vote of 12 to 14. (Note: The motion was to continue a policy already in effect and since the motion lost, the President announced that the present policy is not in effect.)

The secretary was requested to prepare for the Senate a statement of

catalogue provisions covering disqualification, especially as related to the interpretation of the present policy. *

* Note: FINAL GRADES: Catalogue page 86, "...No final grade may be raised except by repetition of the course in residence when this has been approved by the student's dean, the head of the department, and the instructor concerned."

WITHDRAWAL GRADES: Catalogue page 86, "Withdrawal grades are restricted to the following: W, an approved withdrawal indicating satisfactory work at the time the course is dropped; F, a failure, where credit may be obtained only by repeating the course."

STUDENTS DISQUALIFIED: Catalogue page 91, "Students disqualified because of failure in scholarship may be granted a card of honorable dismissal in which a statement regarding deficiencies in scholarship shall be expressly included. Such students are not permitted to enroll in extension classes, but with the permission of the dean of the college concerned may enroll for correspondence study courses. They may not, however, transfer to the University any credit completed elsewhere during the period of disqualification."

"A conditional failing grade of D which is included in the number of failing grades on which disqualification is based may not be removed during the period of disqualification."

"Students suspended from the University for any disciplinary reason are denied the privilege of doing any type of University work during the period of their suspension."

(Note: The above regulation affecting students who are disqualified has been interpreted to mean that a student has no opportunity to establish credit for work completed in another institution during a period of disqualification; however, such student by independent study could prepare for and establish credit by examination in courses for which he was not enrolled.)

The President announced that because of lack of time, it would be necessary to discontinue further consideration of the report. It was agreed that a special meeting will be held on Monday, April 21, at which time further consideration will be given to this report and to the report submitted by Dr. Hurlbutt.

Meeting adjourned at 5:40 P.M.


C. Zaher Leshur, Secretary