

MINUTES OF SPECIAL MEETING OF THE FACULTY SENATE OF UNIVERSITY OF ARIZONA  
Wednesday, December 19, 1956

The meeting of the Faculty Senate convened in special session at 3:40 P.M. on Wednesday, December 19, 1956, in Room 101 of the Law Building. Twenty-eight members were present with President Harvill presiding. Mr. Picard, Mr. Svob, and Miss Husted were also present.

Approval of minutes: The minutes of the meeting of December 10, 1956 were approved as distributed to members.

Faculty elections committee, report of: Mr. Leshar read a report submitted by Mr. Quentin Mees, Chairman of the Faculty Elections Committee, which indicated that Herbert D. Rhodes was declared elected Chairman of the Faculty and the ten members elected to the Committee elected to the Committee of Eleven were as follow: William S. Barnes, Edwin F. Carpenter, Albert F. Gegenheimer, Emil W. Haury, Philip G. Hudson, Arthur R. Kemmerer, H. A. Marcoux, Thomas L. Martin, Jr., Joseph L. Picard, and William J. Pistor. It was pointed out that the newly elected Chairman of the Faculty, Dr. Herbert D. Rhodes, makes the eleventh member of the Committee of Eleven.

President Harvill took occasion to express appreciation for the service rendered by those members of the Senate whose terms will expire at the end of December and to express the hope that they will continue an active interest in the affairs of the Senate, the faculty, and the university. He thanked Dr. Neal Houghton particularly for his service as Chairman of the Faculty during the past two years and hoped that we might continue to have his counsel and active interest in the affairs of the faculty.

Elections system, suggestion re: Dr. Haury, commenting on the report of the Elections Committee, suggested that after nominations are made to various offices, the nominee be contacted and asked if he is willing to serve. He pointed out that this procedure is followed in nominating persons for public office and suggested that our procedure be modified to follow this example. He explained that the individual should have the liberty of expressing his view in the matter before the nomination is announced. Under present practice, the nomination amounts virtually to a draft. Dr. Roberts explained that in parliamentary bodies when a man is nominated he does not have the privilege of withdrawing his name. If elected, however, he can resign. Dr. Haury moved that the matter be placed on the agenda for early consideration.

Dr. Houghton explained that when the constitution was framed, there was a preference for drafting the member in a sense, rather than having the individual run for a position. The assumption was that the person would want to be elected, but at the same time a choice should be open to the faculty. Dean Roy seconded Dr. Haury's motion and the motion passed without dissenting vote.

Adjustments in curricula, committee to study administration of: The President referred to a recommendation submitted at a previous meeting by the Committee of Eleven for adoption of a procedure in administering petitions for student adjustment of university curricula. The Senate had voted the appointment of a special

committee to study this matter and the President announced the committee, as follows: Dr. Albert F. Gegenheimer, Professor Harry E. Stewart, Professor W. R. Rucker, Dean E. J. Brown, and Dr. Klonda Lynn (Chairman). The committee was asked to submit a report to the Senate whenever possible.

Catalogue material, approval of: Dr. Roberts raised a question regarding the request of the School of Home Economics to list the science requirement as four units of physical science and four units of biological science rather than eight units in one subject.

After some discussion which emphasized the value of retaining the minimum requirement as eight units in one subject and pointing out that this requirement obtains in all other divisions of the University, Mr. Leshar moved that the Senate reconsider its previous approval of the request and indicate to the department that the minimum requirement should be stated in terms of eight units of one subject in laboratory science. Dr. Roberts seconded the motion and it was passed, with the understanding that a combination of two subjects in the field of biological science would meet the requirement.

Question was raised also regarding the general introductory statements submitted by the School of Home Economics. There was some expression that the statement was too lengthy and that it suggested an advertising build-up rather than a statement of information.

After several suggested revisions, Dr. Roberts moved to strike all but the last two sentences in the first paragraph, with any necessary re-statement of the remaining material. This was seconded by Professor Bogart and the motion carried.

Dr. Carpenter called attention to a revision in the Liberal Arts material which would permit a minor in Meteorology and Climatology in connection with a major in Astronomy. This was a matter which had not been referred to him, he explained, and pointed out that such a minor could not be accepted without impairing the program in Mathematics and Physics or in foreign language.

Dean Roy expressed his regret for the listing which he explained was made through a misunderstanding in his office. Dr. Carpenter moved, with a second by Dean Roy, that the reference to Meteorology and Climatology in the minor for Astronomy majors be deleted. The motion was carried.

Freshman honorable mention, revision of: Registrar Leshar reported receipt of a suggestion that the listing of "Freshman Honorable Mention" be changed to read "Freshman Class Honors". He stated that the present designation gives the inference that the award is somewhat less significant than the regular class honors award. He was unable to explain the origin of the distinction but pointed out that the requirement for the honors in the freshman year is the same as that for succeeding years, namely that the student complete a minimum of thirty credits for the year with an average of not less than 2.000. He moved that the designation of "freshman honorable mention" be changed to read "freshman class honors." The motion was seconded by Dean Brown and passed.

President Harvill remarked that the catalogue material had been initiated and processed with comparative rapidity this year and complimented all those who have been handling the material. Mr. Leshner reported that some galley proof had already been received from the printer, and he was hopeful that some copies of the new catalogue will be available by the end of February. It was expected, he added, that the supply of current catalogues will last until that time.

There being no further comment regarding catalogue material, President Harvill announced that the material as submitted, with such adjustments as were made by the Senate, was approved, with the exception of the question of senior examinations as related to the academic calendar.

Senior examinations, report of committee on: Dr. Roberts reported for a special committee appointed to study a recommendation submitted by the Committee of Eleven that senior examinations coincide with those for other students. Dr. Roberts explained that the committee had comparatively little time to work on this question, but that it had made its study as comprehensive as possible in order to weigh all of the advantages and disadvantages of the present plan and to discover what it would recommend in adjustment. He called attention to the possibilities and explained some of the disadvantages encountered in other plans. The report of the committee as recorded is as follows:

#### REPORT OF THE SENATE COMMITTEE ON SENIOR EXAMINATIONS

At the meeting of the Faculty Senate on December 3, it was reported that the Committee of Eleven had voted unanimously to recommend that senior examinations in the second semester be given at the same time that other examinations are given. This Committee was appointed to consider this recommendation and to study the problem of senior examinations in general.

Your attention is called to the fact that this problem is one which has been studied and reported on by committees in years past. The sub-committee of the Committee of Eleven, of which Dr. Hudson was chairman, studied it in 1948. It found no acceptable solution.

A Committee of the Senate of which Dr. Powell was chairman reported on December 4, 1950 that it had studied the problem and had no recommendations to make regarding a change.

Your Committee thought it advisable to obtain information regarding the practices followed here and at other institutions. Approximately 100 questionnaires were given out to our faculty members and 32 questionnaires were sent to other universities. Of the latter group, 28 questionnaires were returned. A summary of the information gained from these inquiries follows:

SUMMARY OF ANSWERS TO QUESTIONNAIRES SUBMITTED TO THIS FACULTY

A. This applies to senior courses made up predominately of senior or graduate students.

Do you give these graduating seniors a final examination?	Yes 100	No 4
Do you give them a 1-hour, 2-hour, or 3-hour examination?	1 hr.=69	2 hr.=16
	3 hr.=5	
Do you give this examination (or these examinations) entirely during the regularly scheduled class period?	Yes 77	No 23
Do non-graduating students take this same examination at the same time as graduating seniors?	Yes 47	No 51
If "Yes" do these non-graduating students take any examination at the regularly scheduled final examination time?	Yes 35	No 18
If "No" does this examination complete the course work for the non-graduating student?	Yes 23	No 29
Do you ever give graduating seniors their final examination at a time other than during the regular class period?	Yes 28	No 70
Is your final examination for seniors essentially the same as regards scope and difficulty as an examination you would give at the end of the <u>first</u> semester?	Yes 53	No 37
Approximately what weight do you give the final examination for seniors given at the end of the second semester in making out the course grade?	1/3=46	1/4=19
	1/5=10	1/2=6
	2/5=3	1/8=1
	1/10=1	

B. This applies to courses made up predominately of non-graduating students.

Do you give seniors in these classes a final examination?	Yes 106	No 10
Of what length?	1 hr.=67	2 hr.=11
	3 hr.=3	
Is this examination given during the regular class period?	Yes 64	No 43
Are you satisfied with the present procedure regarding senior examinations in the second semester?	Yes 44	No 75

These results show that a very considerable percentage of our teaching staff violates one or more of the rules regarding senior examinations. It is also apparent that approximately 63% of our faculty is dissatisfied with the present procedure. It is undoubtedly true that the violation of the rules results rather from the difficulty in following them than for any desire to violate them.

SUMMARY OF ANSWERS TO QUESTIONNAIRES SENT TO OTHER INSTITUTIONS

Are your graduating seniors in their final semester required to take final examinations?	<u>24</u> Yes	<u>1</u> No
Are these examinations, if taken, during the regularly scheduled examination period for other students?	<u>20</u> Yes	<u>5</u> No
Are these examinations, if taken taken at dates prior to the regularly scheduled examination period?	<u>4</u> Yes	<u>18</u> No
Does your printed commencement program give an <u>accurate</u> list of those receiving degrees,	<u>18</u> Yes	<u>7</u> No
or, does this program list the names of a considerable number of students who will not receive degrees?	<u>7</u> Yes	<u>14</u> No

It will be noted that nearly all institutions require seniors to take final examinations; that 20 out of 25 give these examinations during the regularly scheduled period; that only 4 give the examination for seniors earlier than that for other students; and that 19 institutions claim that their commencement program gives an accurate list of those receiving degrees, while 6 do not.

Your Committee has considered the following possible procedures:

1. Abolish senior examinations.
2. Have senior examinations coincide with the other examinations.
3. Continue much as we do at present with some clarifications regarding our practice.

Procedure number 1, that of abolishing examinations, certainly solves the problem. This is the solution used by Michigan State University. The Committee is sure that it would not be acceptable to the faculty and does not recommend it.

In considering procedure number 2, it is first necessary to decide just what type of commencement we wish to have and just what sort of commencement program we wish to publish. If we are to follow our present practice of publishing an accurate list of graduating students which is to be certified to the faculty and which is to contain the list of honors, a period of at least one week is necessary between the date of closing of the senior records and that of commencement. Under this general procedure there are two possibilities:

- A. Postpone commencement approximately one week; namely until June 5. This would have the following advantages:
  - (1) The commencement program could carry an accurate list of graduating seniors together with a list of honors.
  - (2) The present confusion of several sets of examinations would be eliminated.
  - (3) Additional class time would be gained for seniors since all class sessions could continue right up to the beginning of the regular final examination period.

This procedure, however, is open to the following very serious objections:

- (1) It would require graduating seniors to remain on the campus for one week after the close of the examination period.
- (2) It would make it necessary for dormitories and presumably fraternities and sororities to remain open for an additional week.
- (3) It would probably make it impossible to have the services of a band.
- (4) It would probably keep many faculty members in Tucson a week longer than would otherwise be the case.
- (5) The Department of Buildings and Grounds would find it impossible to do the work which is necessary on the dormitories in order to prepare them for the summer session.
- (6) The expenses involved in this plan need to be considered.

The Comptroller estimates that it would cost the University \$4,673 to keep dormitories open for an additional week. The seniors would be kept in Tucson at their own expense. If half of the senior class or approximately 600 students do

not live in Tucson, the total expenses to which they would be subjected would be at least \$12,000. Many of these seniors would sacrifice what they might earn during this week. There is no way of knowing what this amount would be, but for half the class at \$50.00 per week it would be \$30,000. These financial considerations seem to be important.

As regards the band, it might be said that they could be required to stay. It is doubtful that this could be done. The expense which they would be under and the loss in earnings which they might suffer would be so considerable that many of them would probably prefer to give up their work in the band and their band scholarship. If we were to follow this procedure, it would probably be advisable to conduct the commencement services without a band. This could, of course, be done.

Another objection to this procedure is that probably very many seniors, rather than incur the expenses of staying here and of losing possible earnings, would simply leave and pay the cost of obtaining their degree in absentia.

These difficulties appear to the Committee to be so substantial that it does not favor this procedure.

B. Hold commencement immediately after the end of the examination period.

Since so many institutions seem to do this, it is pertinent to inquire how they make this procedure work. In some cases the institutions state that no effort is made to have the printed programs give a list of people actually receiving degrees. Students attend commencement, in many cases, without knowing whether or not they are graduating. Sometimes an accurate list is published some weeks later and diplomas are sent to the graduates by mail. Other institutions attempt to meet this problem by requiring the instructor to file a grade for the seniors before a certain specified date which precedes the examination period. This becomes a guaranteed grade after a certain date. When the seniors have completed their examinations, the grade may be raised, but not lowered. Such a practice, if followed here, would not shorten the period required by the Registrar, the faculty and the printer sufficiently to make it possible to get out an accurate program in less than one week after the close of the examination period. This would be true even if honors were to be based on the first 7 semesters of work only. Moreover, it would seem to be rather futile in most cases to give final examinations to seniors who have already received a guaranteed grade. Many, if not most, of the seniors would not even appear for their final examinations. One institution, Iowa State, stated that every year, in order to get the records completed, two or three students graduate who should not have been permitted to graduate. In other cases, students who expect to graduate learn only a day before commencement that they are not to graduate. Their names may be blacked out on the commencement list. This seems unfair and could create a real problem in public relations when parents have perhaps come a long distance for the commencement program.

One serious objection to our present procedure is that the time which seniors have for class work is shortened. Attention is called to the fact that this might be corrected by shortening the time of our Easter vacation. While no extensive study has been made of practice at other institutions, a very limited survey indicates that our Easter vacation is longer than that usually permitted. This is a matter which deserves further study.

The Committee has made a conscientious effort to devise a procedure which, by using preliminary grades and basing honors on 7 semesters of work, would make it possible to have commencement immediately after the close of the examination period. It has been unable to devise such a procedure. We are therefore left with essentially our present practice. The Committee recommends, however, the following modifications and clarifications:

- (1) Graduating seniors shall be given their final examination during the latest possible class period or periods which will enable the instructor to send their grades to the Registrar before the date set for the closing of their records.
- (2) Examinations for graduating seniors may be limited to one class period. However, the number of class periods to be devoted to such examinations shall be left to the judgment of the instructor. Examinations limited to one hour may, of course include material which samples the entire course.
- (3) In classes made up chiefly of graduating seniors, instructors may find it convenient to give non-graduating students a quiz at the time at which the seniors write their examination, and in the same room. If, however, the instructor wishes to use the class period for further class work for the non-graduating students, he shall be authorized to request the Schedule Committee to assign another room in which the seniors may be examined. This might involve the use of the University auditorium. In such cases, it shall be the responsibility of the department concerned to provide proctors for the examination.
- (4) In classes consisting chiefly of non-graduating students, the instructors may arrange for proctors to give the seniors their examinations during the regular class period in another room or office, and may request the Schedule Committee to assign such room or office for the purpose.
- (5) Graduate students who expect to receive advanced degrees at commencement shall be required to take their final examinations in courses at the same time that graduating seniors take them.
- (6) It is understood that the above recommendations do not apply to the College of Law, which is authorized to follow its present procedure in giving its examinations.

Your Committee believes that it is important that the list of students to receive degrees be certified by the Registrar to the faculty, and that the faculty approve the granting of these degrees. It believes further, that the commencement program should contain an accurate list of students who will receive degrees, and of the honors that they have won. These things take time. But graduation from the University is, or ought to be, an important event in the life of the student. For some, at least, it is the culmination of years of hard work, and for many parents, it is the reward for years of sacrifice and the fruition of years of hope. It is entirely fitting that the University treat it as an important event. With such considerations in mind, your committee believes that more would be lost

than would be gained if we were to adopt changes other than those herein recommended.

This report has been prepared under the great disadvantage of extreme haste. The time available has not been sufficient to permit thorough study of the problem. It is therefore recommended that either this committee be continued to make a further study, or that a new committee be appointed for the purpose.

W. S. Barnes  
W. R. Brewer  
Eugene Conley  
D. J. Hall  
C. Z. Leshner (ex-officio)  
L. E. Roberts (Chairman).

Dr. Houghton expressed appreciation for the work of the committee, which was done so well, he said, that he moved the acceptance of the report and that the committee be discharged. His motion was seconded by Dr. Hudson.

Dr. Barnes explained that the committee had not exhausted all of the possibilities and it might be possible to obtain additional helpful information, through another committee, if preferred. He mentioned particularly the matter of allowing more time for classes and the possibility of adjusting the spring vacation to this end.

President Harvill indicated that a committee could be appointed at any time at the request of the Senate to study the matter further. Dr. Hudson pointed out that an extra day had been added by deleting the holiday between semesters. Dr. Roberts moved that Dr. Houghton's motion be divided into two parts. This was seconded by Dr. Barnes. This motion, however, was defeated. When the question was called for on Dr. Houghton's motion as made, the motion was passed without dissenting vote.

Catalogue requirements, responsibility for: In response to a question by the President, the Registrar explained that the catalogue regulations include a requirement that the student must meet degree requirements as outlined in the catalogue for the year of his registration in the University or for the year of graduation. If he drops from the University for more than one semester, he is required to graduate under the catalogue for the year in which he re-enters or for the year of graduation. Similarly, students who transfer from one college of the University to another must meet the requirements of the catalogue for the year in which the transfer is made or for the year of graduation. An exception to these requirements is made by the University policy for veterans, who may select the catalogue for the year of ~~their return to the University rather than the catalogue for the year of their first entry to the University;~~ a further administrative provision also allows the Dean of the College concerned to approve of a request by a student transferring from an Arizona junior college to follow the program prescribed in the catalogue for the year in which he began his junior college work rather than for the year of entry to the University.

The meeting adjourned at 5:40 P.M.

  
C. Zener Leshner, Secretary

admission to the University rather than the catalogue for the year of their return to the University, or the catalogue for the year of graduation. A (see minutes of 1/7/57)