

MINUTES OF THE MEETING OF THE FACULTY SENATE OF THE UNIVERSITY OF ARIZONA
Monday, December 3, 1956

The meeting of the Faculty Senate convened in regular session at 3:40 P.M. on Monday, December 3, 1956, in Room 101 of the Law Building. Thirty-five members were present with President Harvill presiding.

Approval of minutes: The minutes of the meeting of November 5, 1956 were approved with a change in page 4 thereof to indicate the increase in registration fee for next year to \$40 per semester had been approved by the Board of Regents prior to that meeting.

Catalogue changes, approval of: Reference was made to the following report, issued by the secretary, of the Advisory Council action on catalogue material now in the hands of the members of the Senate. No change was made in the action of the Council, except to indicate that the reference to "Agricultural Biochemistry" in the College of Pharmacy material should be changed to "Biochemistry and Nutrition."

"November 28, 1956 - Portions of Catalogue Material previously submitted to the Senate and now approved by the Advisory Council:

"Business & Public Administration

New Courses:	Sociology	260a-b	Methods of Social Research
	"	284	Regional Sociology
	"	286	Sociology of Industry
	"	290	Problems of Aging Population

"Engineering (Electrical)

New Course:	EE 161	Electrical Laboratory
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"Agriculture - Home Economics

New Courses:	Home Economics	41	Regional Food Cookery	
	"	"	51	Food Preservation
	"	"	108R-L	Introduction to Educational Principles for Home Economics

"Law - The material submitted by the College of Law was approved.

"Liberal Arts

New Courses:	Anthropology	25a-b	Cultural Anthropology
	"	35a-b	Archaeology
	"	85a-b	Native Peoples of the Southwest
	"	86	Amer. Indian Adm. and Indian Affairs
	"	150a-b	Linguistics
	"	205	Language in Culture
	"	218	Phonemics
	"	219	Morphemics
	"	225	Culture Patterns in the Far East
	"	276	Comparative Social Organization
	"	277	Modern Communities
	"	278a-b	Archaeology of the Old World
	"	279	Culture and the Individual
	"	302a-b	Theory in Cultural Anthropology
	"	360	Readings in World Ethnology

"Liberal Arts (continued)

New courses (continued)

Bacteriology	17	Microbiology
"	117a-b	General Bacteriology
"	127	Water and Dairy Bacteriology
"	137	Food and Industrial Bacteriology
"	147a-b	Clinical Laboratory Methods
"	219a-b	Infection and Immunity
"	221	Soil Microbiology
"	227	Yeasts and Molds
"	239	Higher Bacteria
"	317a-b	Bacterial Physiology
"	327	Viruses
"	337	Rickettsiae.
"	347	Systematic Bacteriology
"	357	Bacterial Cytology and Genetics
"	367	Sterilization and Disinfection
Chemistry	206	Advanced Inorganic Chemistry
"	260a-b	Biochemistry
"	261a-b	Biochemistry Laboratory
"	382	Statistical Mechanics
Classics	115	Scientif Terminology
German	3c	Scientific Readings
"	7a-b	Conversation
History and Pol.Sci.		
History	240	The Far East in the Twentieth Century
"	241	Studies in Chinese History
"	242	Studies in Japanese History
Pol.Sci.	240	Government in the Far East
Mathematics	103	Introduction to Actuarial Theory
"	201	Boundary Value Problems
"	292	Calculus of Finite Differences
Meter.& Clim.	144	Applied Meterology
Phil.& Pscyh.		
Psychology	13	Child Development
Physics	382	Statistical Mechanics
Romance Lang.		
Italian	3a-b	Intermediate Italian
Spanish	17a-b	Intermediate Conversation
"	102a-b	An Introduction to Mexican Culture (in Engl.)
Zoology	12	Natural History of the Southwest
"	41	Practical Human Anatomy
"	111	Microtechnique

"Humanities, Introduction to: Prerequisite to this course, now listed as English 1a and either English 1b or CR, is changed to read: 'P, English 1a-1b.'

"Pharmacy - Page 125 and 209. Change number of units required for graduation with degree, Bachelor of Science in Pharmacy, to: 166.

Page 341 Delete course, Pharmacy 51.
Pharmacy 52, change description to read: Pharmaceutical Preparations (5) etc.
Pharmacy 100, change description to read: Inorganic Pharmaceutical Chemistry (3) etc.
Page 342 Pharmacy 108 - Reduce fee to \$5."

Dean Roy added that the long list of new courses in Anthropology and Bacteriology resulted in a re-arrangement of present offerings for the most part and the net increase in the number of units was, in the case of Anthropology, seven semester hours.

The President suggested that the Deans of the colleges summarize the additions and indicate the net increase or deletions in a report to the secretary, who will have to prepare a complete report of this kind for the Board of Regents.

It was agreed that the Senate would hold a special meeting on Monday, December 10, to review action on catalogue materials.

Committee of Eleven, report of membership in: A report from Professor Picard, secretary of the Committee of Eleven, was read by the secretary. The report stated that Mr. Donald Powell of the Library Staff was elected to membership in the Committee of Eleven by members of that committee. Mr. Powell succeeds Dr. Melvin Solve.

Final examinations, recommendation re: The following communication received from the Committee of Eleven was read by the secretary:

"There was concurrence in the Committee of Eleven that the following matter be listed on the agenda for consideration by the Faculty Senate in its meeting of December 3rd. Can you please do this?

"Moved and unanimously passed for referral to the Senate, by the Committee of Eleven at their regular meeting on November 26th: 'In any given course, all students enrolled should take their final examination at the same time, regardless of whether or not they may be candidates for degrees at the commencement exercises to come at the semester's close.'

"This action was based on the following facts: The University of Arizona record states (P M) 'Course examinations for candidates for degrees are restricted to the period in which the class is scheduled.' This means that in reality, no provision is made for final examinations for seniors to whom we are about to award academic degrees. As examinations must be given at an hour scheduled for a regular session of the class, the examination is thus limited to 50 minutes. Since no room other than the

"regular class room is made available, the whole class must be present. One cannot expect seniors to take a serious examination while a class is being conducted in the same room. This necessitates having the whole class take a test at that hour. If that 50-minute test is adequate for grading seniors (which it probably is not) then it is absurd to ask the rest of the class to return later for an unnecessary 3-hour exam. If the 50-minute test is not an adequate basis for determining the students' achievement in the course, then it is obvious that the system is a faulty one.

"Seniors at the end of their college studies should have the most thorough examinations of their school career. The knowledge that he may be examined cursorily or not at all, surely must persuade many a senior that he need not take too seriously the work of his final semester."

Dr. Roberts explained some difficulties involved in the present plan, particularly with reference to giving senior examinations during regular class periods, and Dr. Houghton suggested that the present policy was not in keeping with the growth of the University. He felt it was desirable to have regular three-hour examinations for seniors, with commencement scheduled after the close of examinations for all students.

Mr. Leshar stated that the question was one which had been raised almost every year and that his only concern as Registrar would be to have sufficient time to provide such information as the faculty wished to have in connection with commencement. The present plan of publishing the list of honors in the program, which lists those students who are receiving diplomas, requires several days for checking of records and a similar time for the printing of the program. He added that the practice of giving early examinations for Seniors in order to have a check of graduation requirements is not unusual.

Dr. Barnes explained the practice obtaining in the College of Law, and moved that a committee be appointed to study the recommendation of the Committee of Eleven and to report to the Senate as soon as possible. The motion was seconded by Dr. Houghton.

In response to question by the President, Dr. Barnes suggested a committee of five, including the Registrar, or such committee with the Registrar as an ex-officio member. This adjustment was accepted by Dr. Houghton.

Dean Patrick asked that the committee consider the position of the graduate students as related to commencement as well as the undergraduate students.

President Harvill explained that the Board of Regents and the Governor wished to have commencement programs in the several state institutions scheduled at different times so that members of the Board and the Governor might attend the commencement programs. He asked if the committee would care to consider also the question of whether we should continue the baccalaureate service. Suggestions had been made that this service be discontinued. It was his feeling, however, that the service should not be dropped without serious study and that this question might better be considered at another time.

When the question was called for, Dr. Barnes' motion for the appointment of a committee was passed.

The President announced the committee as follows: Professor Barnes, Dean Brewer, Professor Conley, Professor Hall, Mr. Leshar (ex-officio), and Dr. Roberts, with Dr. Roberts acting as Chairman.

Degree requirements, recommendation re method of administering: The President referred to a recommendation received from the Committee of Eleven in May, copy of which was distributed to the members of the Senate as part of the minutes of the May meeting. This recommendation was read by the secretary, as follows:

"May 4, 1956.

"This letter is respectfully submitted to the Faculty Senate as a recommendation from the Committee of Eleven.

"In order to regularize the processing of substitutions and waivers of degree requirements, and to provide uniformity among the various colleges, the Committee of Eleven recommends the following set of principles and procedures:

- "I. In each college there shall be a Course Adjustment Committee (except in those smaller colleges where the whole faculty may choose to act as a committee-of-the-whole.)
- "II. There shall also be a five member University Committee on Course Adjustments, with the duties prescribed in paragraphs VI and VII.
- "III. Adjustment of required courses must be initiated by the petition of the student concerned. To be considered by a College Committee or faculty, such petition must have been seen and signed (for approval, denial, or consideration) by
 - "1. The head of the student's major department, except that in those colleges which are not divided into departments, the signature of the dean shall serve for this purpose, and provided also that in any department which so wishes, a departmental course-adjustment committee may be set up; in such an event, the signature of the chairman of this committee will serve.
 - "2. The instructor or the person in charge of the course which is to be waived or for which substitution is sought. If the course to be replaced is a required course in the student's program, the instructor of the required course shall indicate whether the proposed substitute is in fact a satisfactory substitute for the original course.
- "IV. A Course Adjustment Committee should, in general, approve petitions only when both the signatories provided in Section III shall have signed 'for approval'. If only one had indicated approval, the Committee should be chary of granting the petition. A Committee should not grant a petition that would permit the evasion of fundamental obligations of the student.
- "V. Each Committee shall keep a record of the cases which come before it and shall notify the petitioner and the signatories of its decisions. The committee shall also notify the Registrar of all approved waivers and substitutions.

- "VI. Each College Course Adjustment Committee (or Faculty) shall report at the conclusion of each semester to the University Course Adjustment Committee the number of petitions it has handled, its disposition of the same, and any other pertinent information which the University Committee may wish to have.
- "VII. The University Course Adjustment Committee shall serve as a committee of appeal. A student whose petition has been approved by either of the signatories mentioned in Section III, but denied by the College Committee or Faculty may appeal to the University Committee. Likewise, if the College Committee should approve a petition upon which either of the signatories had signed 'for denial', the faculty member or department head in question may appeal to the University Committee.
- "VIII. At least once during each academic year, the University Committee shall submit to the Faculty Senate a summary of the cases which it has handled and a statistical survey of the reports received by it from the College committees or faculties.

"Sincerely,

/s/ J. L. Picard, Secretary
Committee of Eleven."

Mr. Leshar explained at length the present practice of administering petitions for degree requirements, pointing out that the present system provides for the reference of petitions to the departments concerned as well as to college committees or faculties. It was his experience, he said, that the petitions filed in his office evidenced a definite interest and a careful study of the requests submitted by students, and that all adjustments were properly authorized either by a committee of the college, as in the case of Liberal Arts and Business and Public Administration, or by the college faculty as in the case of Mines, Law and Pharmacy. He added that if there were any step in the administration of petitions which could be checked it was in the consideration of petitions which concerned more than one department. This was a question of judgment, however, and there may be no real necessity for providing that a service department such as Physics or Chemistry have opportunity to review a petition submitted by a student in Engineering or Mines when the petition involves an adjustment in the professional degree curriculum. Similarly, there was a question as to whether a petition involving a combination of languages need be referred to both departments concerned prior to approval by the major department and the college. He explained that the Senior Check sheets prepared in his office list only changes within the major or minor, and adjustments are made only when the approval of the major professor who is authorized to make such changes is indicated. It was his feeling that the present system is adequate and with the continuing growth of the University the trend should be toward allowing greater autonomy in the several colleges rather than instituting a procedure which is more cumbersome than the present one.

Dr. Roberts moved that a committee be appointed to consider this matter. Dean Park seconded the motion. It was agreed that the committee would be made up of five members. Dr. Barnes suggested that if the committee is appointed, it contact the various colleges to study their needs in connection with adjustments.

When the question was called for the motion carried.

Dean Crowder suggested that the Committee of Eleven be asked to submit a statement summarizing its reasons for the recommendation submitted to the Senate. He felt it would be helpful to the Senate Committee in studying this matter to have information as to the basis for the proposals made by the Committee of Eleven.

President Harvill suggested that the committee could ask that a representative of the Committee of Eleven be present at its discussions.

Student Union Clock, adjustment of: Dr. Roberts, with a humorous reference to the termination of his services in the Senate, reminded the Senate that the south face of the clock in the Student Union tower is four minutes slow and the north face is two minutes slow. He suggested that it would be helpful to have a proper adjustment made.

The President asked the secretary to report the matter to the Director of the Physical Plant. He remarked to the Senate about the devoted and faithful service rendered by Dr. Roberts, and expressed his appreciation for the help given by all those members whose terms are completed in December.

Appointment form, report re: Dr. Haury referred to the new appointment form which faculty members have been requested to complete and return to the Comptroller. These forms indicate that certain action is to be authorized by the faculty member but that items covering withholding, for instance, are not indicated. Mr. Bogart explained that the faculty member signs for those items which he is empowered to authorize; other deductions are authorized by law and are checked by the Comptroller. The President explained that these reports are necessary because the payroll is now being administered in Phoenix in the State Auditor's office rather than here in the University as formerly.

Meeting adjourned at 5:20 P.M.


G. Laner Leshner, Secretary