



Faculty Senate Archives

Faculty Senate

Academic year 1996-1997

Volume X

Agenda and Minutes of the Meeting of December 09, 1996

WICHITA STATE UNIVERSITY

FACULTY SENATE

AGENDA

Room 126 CH

3:30 p.m.

Meeting Notice: Monday, December 9, 1996

Order of Business:

- I. Calling of the Meeting to Order
- II. Informal Statements and Proposals
- III. Approval of Minutes
- IV. President's Report
- V. Committee Reports
- VI. Old Business
 - A. Nominations/Election of President Elect
 - B. University Club Board Update - Tom DePetro
 - C. Student Academic Integrity Policy (*blue attachment*) - Executive Committee + Dwight Murphey & Kirk Lancaster, Curriculum Committee members
- VII. New Business
- VIII. As May Arise

EXECUTIVE COMMITTEE

Donna Hawley, President	5724	Box 41
JoLynne Campbell, Past President	3146	Box 43
Sue Bair, Vice President	3340	Box 16
Jean Eaglesfield, Secretary	3591	Box 68
President-Elect		Box
ELECTED BY SENATE		
Sandra Houts	3280	Box 25
Elmer Hoyer	3415	Box 44
APPOINTED BY PRESIDENT		
Donald Byrum	3551	Box 67

STUDENT ACADEMIC INTEGRITY POLICY

Draft, November 11, 1996

November 18 & 21, 1996 additions+12/2/96

A. Policy Statement

The Faculty, Staff, and Administration of Wichita State University will not condone or tolerate academic misconduct. The policy of the Kansas Board of Regents, as adopted in June of 1994, is as follows:

The Board of Regents believes that student academic dishonesty is inimical to the fundamental ideals of public higher education. Furthermore, the Board believes that public higher education has a mission to develop the moral reasoning abilities of students and to promote the importance of integrity in all aspects of student life, but particularly in academics. Therefore, it is the policy of the Kansas Board of Regents that student academic dishonesty should not be tolerated on the campuses of the Regents institutions.

Each Regents university shall implement and promote specific policies, procedures, and programs which seek to: (i) identify prohibited academic conduct by students; (ii) educate all students, faculty and administrators with regard to the nature, impact and consequences of student academic dishonesty; (iii) effectively report and seek to reduce such behaviors; (iv) provide for due process for students accused of academic dishonesty; (v) set forth clear sanctions, ranging from reprimand to dismissal from the university, for students who are determined to have committed dishonest acts; and (vi) implement a comprehensive and integrated plan to promote academic integrity among students, faculty and administrators.

B. Definitions

Academic misconduct is behavior in which a deliberate means is employed to gain undeserved intellectual credit or advantage, either for oneself or another, or which is disruptive of a course of study or abusive toward members of the university community. Some examples of academic misconduct are as follows:

1. **Plagiarism.** Plagiarism can be defined as intentionally using the *printed/published ideas* data *distinctive ideas* or language of someone else without specifically acknowledging the original source, e.g. copying another student's paper, *creative work*, article, or computer work and submitting it as part of an assignment. On the other hand, the use of "common knowledge" does not require acknowledgment and the particular circumstances under which acknowledgment is required varies among the different disciplines which make up the University. In addition, the manner or style used to acknowledge a source will vary between disciplines. In a particular course, students must follow the plagiarism customs and standards of the discipline offering the course and acknowledge sources in the manner expected by that discipline; the instructor is responsible for making these standards clear.
2. **Unauthorized Collaboration on Out-of-Class Projects.** Students may not present work as individual when, in fact, the work was done with other students.
3. **Cheating on Exams.** Cheating on exams can be defined as the unauthorized use of information gained from other students and staff and/or with the assistance of notes, textbooks, etc. It is the responsibility of each instructor to inform students which information aids, if any, may be used on exams.
4. **Unauthorized Access to Exams in Advance of the Examination.** Students who obtain -- in any manner -- unauthorized exams in advance of the date and hour of the examination are academically dishonest. Unauthorized access to an exam does not include copies of exams given in previous semesters and returned to students, but it does include students in an earlier section of a class discussing an exam with students in a later section.
5. **Fraudulent Alterations of Academic Materials.** A student who alters documents or other information (such as grade reports, course withdrawal slips, or research data) to provide an undeserved credit or advantage is academically dishonest.
6. **Aiding and/or Abetting an Academically Dishonest Undertaking.** A student is responsible for ensuring that his/her work is not misused by other students. Students are required to protect the integrity of their own work by, for example, not allowing another student to plagiarize a term paper or copy answers to an exam.
7. **Sabotage of Student/Faculty/University Work or Property.** Sabotage can be defined as any act by a student which intentionally or recklessly damages and/or destroys others' work. For example, students who destroy computer programs written by other students are committing acts of sabotage. Students who steal or destroy library materials also commit sabotage.

8. **Attempt to Bribe, Blackmail, or Intimidate.** Attempting to gain an unfair advantage over other students by offering money or gifts to other students, faculty, staff, etc.; threatening in any way other students, faculty, staff, etc. with exposure of a personal or professional incident; or threatening other students, faculty, staff, etc. with bodily or other types of harm is academic misconduct.

C. Responsibilities for Academic Integrity

The fundamental responsibility for the maintenance of honesty standards rests upon the student. It is the student's responsibility to be familiar with University policy on academic honesty and to uphold standards of academic honesty at all times in all situations.

Faculty members are responsible for clarification to their classes of those standards of honesty for class assignments or projects where such standards may be unclear or when such standards vary from the accepted norm. In addition, it is anticipated that faculty members will be the persons who will discover most of the instances in which academic misconduct is alleged; as such, faculty need to be aware of the possibility that academic misconduct might occur, watchful for any instances of misconduct, and diligent in punishing those who act dishonestly. Some faculty may choose to utilize preventive measures (e.g. multiple exams, alternate seating) to help insure the maintenance of academic honesty. However, the use of such measures is solely the prerogative of the individual faculty member and is not a responsibility or requirement of faculty in general. These same responsibilities hold, in fact, for anyone teaching at Wichita State University, including GTAs, unclassified professionals and administrators who teach, and lecturers.

The administration has the responsibility to vigorously support this policy. This responsibility includes making appointments to appropriate committees promptly, publicizing the importance of academic honesty to all members of the Wichita State University community, and enforcing the policy of the Board of Regents. With regard to any potential liability of faculty, staff, or administrators who enforce or attempt to enforce this academic honesty policy, the Regents policy (Rev. 12-95) regarding the Kansas Tort Claims Act/Legal Defense of Employees states

Lawsuits against state employees, including faculty and staff, are controlled by and handled pursuant to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*). The Act seeks to limit liability and provides that the state of Kansas will, subject to certain limitations and qualifications, defend and indemnify state employees, including faculty and staff, sued as a consequence of actions taken by state employees while acting within the scope of their employment.

Subject to institutional policies, employees of Regents institutions who are sued for any alleged nonfeasance, misfeasance or malfeasance of the duties of their position should immediately notify institutional legal counsel and/or the General Counsel to the Board to initiate an appropriate request to the Attorney General for legal defense. Specific questions about protections provided pursuant to the Kansas Tort Claims Act or the legal defense of employees may be referred to institutional legal counsel and/or the Board's General Counsel. (6-30-94)

Legal counsel for Wichita State University has stated that students acting as members of committees responsible for enforcing this academic conduct policy are covered and noted that "the statute does and/or has been interpreted to cover certain volunteers." (2-2-96)

D. Maintaining a Culture of Academic Integrity

While the establishment of appropriate procedures for the punishment of academic misconduct is important, this aspect of the policy is simply a portion of a larger commitment by the Wichita State University community to the encouragement and maintenance of a culture of academic integrity. Continuing efforts will be made by the student body, faculty, staff and administration to heighten the awareness both of the value of integrity and of the unacceptable nature of academic misconduct. Since there is a tendency among people to see norms as something distant and imposed, the various parts of the university community are committed to seeking to create and maintain in their members a sense that integrity is the truest expression of their own personal and group interests.

To this end, the University Academic Conduct Committee will by February 1 of each year propose to the administration, the Faculty Senate, and the Student Government Association a plan for the following academic year designed to educate members of the university community about the requirements of this policy, identify inappropriate or prohibited

conduct by students, and encourage the adoption by each member of the community of an appropriate standard of academic integrity. Among the measures to be recommended (if the committee finds them appropriate and potentially useful) might be:

1. The drafting by the Student Government Association of an Honor Contract which all students would be encouraged to sign.
2. The drafting by the Faculty Senate of an Honor Contract designed to encourage faculty members to vigorously enforce this policy while carefully protecting students' rights.

Other measures which might be recommended could include workshops on academic integrity for faculty and graduate assistants, the inclusion of issues of integrity in freshman orientation, certain freshman courses, and certain courses likely to be taken by transfer students, the preparation of videotapes, brochures, etc. on integrity, and/or the use of focus groups.

E. Central Reporting Requirements

In compliance with the policy of the Kansas Board of Regents for each Regents university to "effectively report ... (prohibited academic) behaviors" and taking into account the request of the Board of Regents that the Regents universities "develop effective, central reporting systems," the following data collection and reporting requirements are imposed. Faculty members who discover instances of student academic misconduct are required to report such instances to the Vice President for Academic Affairs as explained subsequently. The College Academic Conduct Committees and the University Academic Conduct Committee shall provide the Vice President for Academic Affairs with a full report of their activities. The Vice President for Academic Affairs shall maintain a complete record of all identified incidents in which academic misconduct was substantiated. ~~alleged~~; ~~This~~ ~~this~~ record should include the ultimate disposition of each incident and summaries of the evidence adduced in support of or opposition to each allegation which is appealed to the appropriate Academic Conduct Committee. The Vice President for Academic Affairs shall prepare and submit a report on incidents of substantiated ~~alleged~~ academic misconduct when such is requested by any of the Kansas Board of Regents or its staff, the Wichita State University Faculty Senate, or the Wichita State University Student Government Association. Appropriate reports shall also be prepared as requested by the President of Wichita State University.

It is anticipated that normally

1. student would be asked to sign form.
2. student conduct records would not be entered into a networked computer,
3. a student's record would be destroyed within two years after his/her graduation, and
4. these records be available only to the academic affairs office and the different academic conduct committees.

F. College Academic Conduct Committees

As is the practice in some other universities, for example Northwestern University, detailed standards of academic conduct, internal procedures for dealing with incidents of alleged academic misconduct, and sanctions will be determined, publicized, and enforced by each College (within the framework provided by this policy). In order to accomplish this, each of the Colleges of Wichita State University shall establish and maintain an Academic Conduct Committee.

The Academic Conduct Committee of each College shall consist of four tenured faculty members from the College and one student appointed by the dean. No two faculty members on the committee may be members of the same department and, in the case of the Fairmount College of Liberal Arts and Sciences, each division of the College shall be represented on the committee. One of the faculty members shall be appointed by the dean, while the other three shall be elected by the faculty of the College. The standard term of service on the committee of all faculty members shall be determined by the College faculty. Each year, the dean shall appoint to the committee a junior, senior, or graduate student in the College. The Academic Conduct Committee of each College shall act as the planning and policy committee with respect to academic integrity issues and the judicial and appeals committee with respect to cases of academic misconduct for that College.

Decisions of College Academic Conduct Committees shall be determined by majority vote. Each year the committee shall select by vote a chairperson, who will automatically become a member of the University Academic Conduct Committee.

College Academic Conduct Committees whose College procedures so allow may censure faculty members or other instructors who abuse this procedure by repeatedly accusing students of misconduct frivolously or who blatantly ignore instances of cheating.

A College Academic Conduct Committee shall periodically bring before it students who have more than once (a) been found, at the culmination of formal proceedings, to have committed an act of academic misconduct, and/or (b) not appealed an instructor's penalty for academic misconduct. Such repetition will be considered an aggravating circumstance for which a student may be given additional penalties by the College Committee.

G. University Academic Conduct Committee

The University Academic Conduct Committee shall consist of the chairs of the College Academic Conduct Committees, a student appointed by the Student Government Association, and the Vice President for Academic Affairs or his/her representative. The University Academic Conduct Committee shall act as a planning committee to promote academic integrity. It shall also serve as a judicial and appeals committee which

1. reviews all recommendations of suspension or expulsion from the College Academic Conduct Committees;
2. judges unusual cases of alleged academic misconduct which do not naturally belong in a particular College; and
3. reviews allegations of serious procedural error by a College Academic Conduct Committee.

The Committee may, if it wishes, refer an unusual case to one or more College Academic Conduct Committees *or to the Court of Academic Appeals* for judgment; in this situation, the record of the College Academic Conduct Committee case will be automatically reviewed by the University Academic Conduct Committee.

Decisions of the University Academic Conduct Committee shall be determined by majority vote. Each year the committee shall select by vote a chairperson. The University Academic Conduct Committee shall develop detailed procedures for itself which are consistent with this academic conduct policy and, to the extent possible, follow practices common to the College Academic Conduct Committees.

H. General Procedures within a College for Alleged Academic misconduct

Faculty in different departments at Wichita State University may have slightly different interpretations of what constitutes academic misconduct or, at least, different opinions about which examples of dishonest conduct might be most prevalent in the courses offered by their departments. Therefore, the detailed procedures to be used in academic misconduct cases being judged within each College shall be determined by the faculty of that College. When the case consists of an allegation that a student enrolled in a course at Wichita State University violated academic integrity standards with regard to that course, the College procedures shall be based on the general mandatory procedures given below; the faculty of each College shall determine the evidentiary standards and rules governing academic misconduct inquiries in that College. The faculty of each College shall determine procedures to be used when allegations of academic misconduct arise in other circumstances; the procedures given below shall not be mandatory, but Colleges should attempt to follow the spirit of these procedures.

In cases where an alleged act of cheating on an examination has been witnessed directly by the instructor, the observation of the instructor will be given great weight in the absence of a showing of prejudice. For the penalties that an instructor can impose, it shall not be necessary for the instructor to prove that the student gained information from the cheating; for suspension or expulsion, the absence of such a showing will be a factor considered by the College and/or University committee.

(a) A faculty member who suspects that academic misconduct has occurred in his/her course shall attempt to meet with each student alleged to have violated academic integrity standards to inform him/her of the allegation and obtain his/her response. The faculty member shall investigate the matter, consider any comments offered in his/her defense by the student, and weigh all available evidence. The faculty member should then use his/her best judgment to reach a determination as to whether or not academically dishonest conduct occurred and who is responsible for such conduct. If a determination that academic misconduct has occurred is reached, the faculty member shall decide upon an appropriate penalty or penalties. The faculty member shall inform the Vice President for Academic Affairs of the facts of the case following the procedures established by his/her College.

(b) When the instructor of a course in which academic misconduct is suspected is not a faculty member, such as when a course is taught by a GTA, lecturer, or unclassified professional, the procedures he/she shall follow are the same as those for faculty members with the modification that at each step of the process the instructor shall obtain the approval and signature of the chairperson or director of the department or program which offers the course or of the dean of the College when the chairperson or director cannot appropriately be asked to consider the case. This requirement is imposed to protect students from the possibility of frivolous or unsubstantiated allegations by inexperienced instructors and to protect said instructors from accusations of such behavior.

(c) A faculty member who suspects that academic misconduct has occurred in his/her course shall promptly request the Registrar (~~either Bill Wynne or Joyce Hadley~~) *in writing* by mail or e-mail that the enrollment status of the student be frozen; the student in question will not be allowed to change his/her status in the course (e.g. may not drop or withdraw from the course) until the academic misconduct allegation has been **completely** resolved. Upon receipt of notification of the instructor's determination regarding the alleged misconduct and, if appropriate, of the penalties imposed upon the student, the Vice President for Academic Affairs shall notify the student by certified, return receipt or registered mail of this decision and of his/her rights to appeal.

(d) If, within fourteen calendar days of the date of notification of the accused student regarding the decision of the instructor on the case, either the student requests an appeal, the instructor requests that more severe penalties be considered than these rules allow an instructor to impose, or the instructor requests that the College Academic Conduct Committee review the case, the Vice President for Academic Affairs shall notify the appropriate College Academic Conduct Committee and refer the case to it. ~~When the student involved in the allegation of academic misconduct is a graduate student, the Vice President for Academic Affairs will may, in unusual situations, refer the case to the Graduate Council through the Dean of the Graduate School rather than to a the appropriate College Academic Committee; if The Graduate Council's chooses to accept the case, their decision shall be referred to the University Academic Conduct Committee for process review. shall be final and no appeal of any sort shall be allowed. If no request for appeal or referral is received within the fourteen days, the instructor's decision shall be final, the student shall be assumed to agree with the instructor's determination and decision, and the matter will be considered closed. and no further appeal shall be allowed.~~ In this last situation, the Vice President shall notify the accused student of these facts.

(e) Each College Academic Conduct Committee shall consider cases referred to it using the procedures established by its College. The Committee shall be free to reach its own determination as to whether or not academic misconduct occurred and which penalties, if any, to impose. For example, each College Academic Conduct Committee shall have the right to impose no penalty, penalties less severe than those originally imposed on the student, or **penalties more severe** than those originally imposed. Penalties imposed by each College Academic Conduct Committee shall supersede and replace those imposed by the instructor. The decisions of each College Academic Conduct Committee shall be final and no further appeal shall be allowed except as follows:

1. If a student is found guilty of academic misconduct and the College Academic Conduct Committee imposes as part of its penalty the suspension or expulsion of the student from Wichita State University, this portion, and only this portion, of the penalty shall be automatically reviewed by the University Academic Conduct Committee.
2. If serious procedural errors by a College Academic Committee are alleged to have occurred in a particular case, the University Academic Conduct Committee shall review these allegations and, refer them if warranted to the Court of Academic Appeals. ~~act on them as it sees fit.~~

I. Penalties

Penalties which may be imposed by the instructor of a course on a student in the course range from verbal reprimand up to the assignment of a grade of "F" in the course. Within this range, the penalty or penalties imposed shall be completely at the discretion of the faculty member, subject to review as provided herein.

When a course is taught by someone not on the faculty, the same range of penalties may be imposed, but the instructor shall obtain the approval by his/her chairperson or director of the penalties to be imposed and the chairperson's or director's signature on the appropriate university form.

Penalties which may be imposed by a College Academic Conduct Committee upon the recommendation of the

faculty member may range from: include those available to faculty members and range from reprimand up to (and including) suspension or expulsion. Some examples of such penalties are:

1. Reprimand.
- ~~2. Failure on an exam.~~
- ~~3. Failure in a course.~~
2. A notation of academic dishonesty or misconduct on a student's permanent transcript.
3. Required attendance at certain seminars on academic integrity.
4. Suspension from Wichita State University for a fixed amount of time or until specified conditions have been met (suspension of a student from Wichita State University for academic misconduct shall automatically include a statement on that student's permanent transcript that the student was suspended for academic misconduct).
5. Permanent expulsion from Wichita State University (expulsion of a student from Wichita State University for academic misconduct shall automatically include a statement on that student's permanent transcript that the student was expelled for academic misconduct).

In order for a student to be suspended or expelled from Wichita State University, the appropriate College Academic Conduct Committee or the Graduate Council shall have reached the conclusion that suspension or expulsion of the student is warranted. The University Academic Conduct Committee will then next review the process and if the process is found if they find the decision appropriate, will notify the Vice President for Academic Affairs of the College Academic Conduct Committee's decision. The Vice President for Academic Affairs shall then take the steps necessary to suspend or expel the student.

~~In order for a student to be suspended or expelled from Wichita State University, the appropriate College Academic Conduct Committee or the Graduate Council shall have reached the conclusion that suspension or expulsion of the student is warranted and the University Academic Conduct Committee shall have reached the same conclusion; the requirement that a College Academic Conduct Committee recommend suspension or expulsion is waived for cases originally heard by the University Academic Conduct Committee. In particular, the University Academic Conduct Committee must agree that the penalty of suspension or expulsion is appropriate and notify the Vice President for Academic Affairs of its decision. If the Graduate Council considers the case of a graduate student and decides to suspend or expel the student, this decision shall be final and shall not be appealable to the University Academic Conduct Committee. The Vice President for Academic Affairs shall then take the steps necessary to suspend or expel the student. No appeal of a decision of the University Academic Conduct Committee or of the Graduate Council shall be allowed.~~

Portions of this document are taken from handbooks or other documents from the following universities: Oklahoma State University, Oregon State University, Northwestern University, the Pennsylvania State University, Southeast Missouri State University, SUNY Buffalo and the University of Pennsylvania.

For Senate meeting

*Send to
Bobbi
at minutes*

WICHITA STATE UNIVERSITY

Board of Trustees

MEMORANDUM

TO: Student Loan Funds, Inc. Board of Directors*

FROM: Diane Gjerstad
On behalf of the Trustee members of the
University Alumni and Faculty Club, Inc. Board

DATE: November 18, 1996

The club board placed membership dues in abeyance during the transition to a new operator. The changeover from a private club to a public fine dining establishment has offered the board an opportunity to reflect on mission, goals and role within the university community. After much debate, the board has chosen to continue a dues structure in conjunction with public dining.

The primary benefit of a dues structure is to **support the student loan fund**. Secondary benefits serve as incentives for members to frequent the club on a regular basis--the core of a profitable venture.

The University Alumni and Faculty Club Board would recommend the following as basic membership dues and benefit structure:

- ▶ Monthly dues will be used as an off-setting credit toward purchases of food and beverages each month. Dues for all classes of members will be \$10 a month; payable annually or quarterly. (Thus, members receive a \$10 credit once a month, with no carryover. When the member does not use the club, the \$10 will be used to help cover other costs of the membership program.)
- ▶ Ability to sign for purchases and billed monthly. A credit card guarantee will be required.
- ▶ Monthly statement will include a calendar of events.
- ▶ Preferential reservations for brunch on Easter, Mother's Day, Thanksgiving, and New Year's Eve. (Booking for non-members begins 3 days before the event.)

The above four points are the basic plan. The operator has agreed with this proposal. The club

Memorandum
November 18, 1996
Page 2

board unanimously adopted this package. Also, other incentive programs being considered are member only events, discounts on fine arts events, and arrangements with Braeburn.

The agreement with the operator is that all costs of the dues structure such as meals, mailings, administrative costs will be offset against dues revenue and the resulting net income or loss will be split between the operator and the Student Loan Funds, Inc.

Although there is no specific instruction within the club's by-laws, the bottom line remains that the student loan fund stands to bare the rewards or losses. In consideration of the Student Loan Fund Board's responsibility, the club board offers the basic membership dues structure and benefits package for your approval. Please return the attached mail ballot by fax to 978-3277 indicating your preference.

Please call me for clarification of the package and the club board's direction. My work phone is 833-4135 and home 651-0259.

* Michael C. Oatman, Chair
Donald J. Ablah
Joan S. Beren
Stanley G. Brannan
Dale G. Diggs, Jr.
Diane A Gjerstad
William B. Moore
Michael C. Oatman
Marilyn B. Pauly
Jeffrey L. Turner
Ted Ayres, general counsel

cc: Eugene M. Hughes
Elizabeth H. King

**FACULTY SENATE
WICHITA STATE UNIVERSITY**

Minutes of the meeting of December 9, 1996

Members Present: Alagic, Armstrong, Bair, Bajaj, Baxter, Bennett, Benson, Burk, Byrum, Campbell, Celestin, Coats, Coffman, DeSilva, Detjens, Deyoe, Dreifort, Eaglesfield, Goldsteen, Hawley, Hemans, Horn, Houts, Hoyer, Kraft, Kukral, Leavitt, Murphey, Palmiotto, Papanicolaou, Patton, Riordan, Saalman, Schommer, Skinner, Stone, Sutterlin, Swan, Talia, Terrell, Toops, Wahlbeck, Wang, York

Members Absent: Berry-Bravo, Brooks, Cheraghi, Davis, Gythiel, Lescoe-Long, Mandt, Matson, Miller, Parker, Sharp, Yenne

Guests: K. Lancaster, R. Comfort

SUMMARY OF ACTION:

- 1. Accepted resignation of Walter Horn, Senator at Large**
- 2. Elected Ben Rogers, Senator at Large**
- 3. Elected Ben Rogers President Elect**

I. Calling of the Meeting to Order: President Hawley called the meeting to order at 3:32 PM.

II. INFORMAL STATEMENTS & PROPOSALS:

Senator Kukral was concerned about the traffic problems at the basketball game of December 7 and recommended that the University hire sufficient police to better manage traffic.

III. APPROVAL OF MINUTES:

The minutes of November 25 were approved with one correction noted: on page 3, Section V.A. the sentence "Senator Toops suggested...." to be corrected to read "**his/her**" rather than "his/hers."

IV. PRESIDENT'S REPORT

President Hawley stated that the University Faculty Evaluation Policy had been sent to the President for his signature. She also reported that AVPAA Davis stated that the new administrative procedures and forms, as well as this policy, will be used in the January, 1997, evaluations.

VP Rhatigan has asked for a faculty representative for the NCAA Compliance Committee. President Hawley asked that those interested in serving should let her know.

President Hawley reported that the Executive Committee had met with a member of the Academics Committee of the Student Government Association. Students are concerned about faculty evaluations, and the importance of student evaluations on faculty evaluation and tenure. She reported that the Committee encouraged students to take the questionnaires seriously and to bring issues and concerns to department chairs. President Hawley further noted that the Council of Faculty Senate Presidents would be meeting with student government presidents during the next Board of Regents meeting and the issue of faculty evaluations would be an agenda item.

Senator Terrell noted that last year one of the recommendations that came from the discussions on the faculty evaluation policy was that an ad hoc committee be appointed to address issues relating to the questionnaires that students are asked to fill out as part of the faculty evaluation process. He encouraged the Executive Committee to appoint such a committee. President Hawley stated that the Executive Committee would look into the matter. AVPAA Davis noted that the questionnaires would be discussed at an upcoming meeting of department chairs.

V. COMMITTEE REPORTS: None

VI. OLD BUSINESS:

A. Nominations - Election -- President Elect

Senator Hoyer nominated Ben F. Rogers of the Philosophy Department. He stated that Rogers was the first Faculty Senate President, 1987-88. Senator Murphey seconded the nomination. There were no further nominations. Senator Horn moved, and Senator Eaglesfield seconded, that nominations be closed. Vote was taken and the nominations were closed. Senator Hoyer noted that Senator Horn had agreed to vacate his Senator-at-Large position in order for Rogers to have a seat in the Senate immediately.

Senator Bair moved that there be a unanimous vote of approval for Ben Rogers. Senator Eaglesfield seconded the motion. The vote was taken and Ben Rogers was elected unanimously. Senator Hoyer called for the At-Large Senators to meet with him after the meeting.

B. University Club Update -- Tom DePetro

President Hawley introduced Tom DePetro, Chair-elect, University Alumni Club Board. DePetro began by stating that he is one of three faculty representatives on the board and that his purpose for making this presentation was to explain the new dues structure that would go into effect January, 1997. He emphasized that the dues are the chief source of support for the student loan program, which provides funds for short term loans. Beginning January, 1997, dues will be \$10.00 per month. If membership dues are paid, the member will receive \$10.00 credit to their bill, will continue to have charge privileges and receive a monthly bill.

There were several questions about the types and numbers of loans made to students. DePetro explained the loans are short-term and range from \$200 - 500, and were meant to be repaid by the end of the semester. Interest and service fees are charged and this income also goes to the fund.

He asked that the Senate encourage membership in the Club and to use the club at every opportunity. President Hawley asked if the Cafe were to make money, would any of it go to the loan fund. Answer: Yes, the current management company has agreed to a certain percentage of the profits going to the loan fund.

C. Student Academic Integrity Policy -- D. Murphey & K. Lancaster

President Hawley introduced the topic by explaining that this policy originally came to the Senate as part of the Curriculum Committee 1996, Annual Report. At that time, the Senate referred the matter to the Executive Committee. The Executive Committee has been reviewing the policy and meeting with Assoc. Prof. Kirk Lancaster, chair of the Subcommittee charged with composing the original policy. President Hawley turned the meeting over to Senator Murphey, chair of the Curriculum Committee and K. Lancaster.

Senator Kukral raised several areas of concern. 1) Section E, Central Reporting Requirements, were there contradictions in the procedures between the purging of the central file after two years of the individuals graduation and the keeping of a permanent record for those cases in which a student was found guilty as is implied in #2, Section I? Answer: normally the records would be purged but in such cases the files would be kept and section I was suggested penalties. He further clarified that transcripts would permanently state this and that files supporting this would be maintained, if there were no permanent notations on the transcript, there would be no reason to keep the files. 2) Senator Kukral was of the opinion that students should not serve on the committee (section F) and questioned the liability issue. Answer: Section C addresses the liability issue and students as well as other committee members are covered by that section. 3) Was it necessary to involve the Court of Academic Appeals (section G). Answer: this issues was debated by all who have reviewed the policy, and Lancaster recommended that the charge for the Court of Academic Appeals be changed to remove the cheating type items from the jurisdiction and that issues of cheating be under the jurisdiction of the

academic integrity committees. Senator Hoyer explained that the Executive Committee added the Court to the policy so that only one body would have the power to change grades. Lancaster noted that originally, the committee envisioned that the college academic integrity committee and the university academic integrity committees would have the freedom to change grades and the Court of Academic Appeals in cases of academic integrity would not have such power. Senator Terrell noted that most likely the Court would refer such cases to the Academic Integrity committees. 4). Section H,c, he recommended that if the ten week period passed and nothing had come of the case, the student should be allowed to withdraw from the course.

Senator Bajaj suggested that student representatives (section F) on the academic integrity committees should be elected or appointed by the SGA and the number be increased to two. Answer: the policy is meant to be a framework, each college could make such arrangements. President Hawley asked Richard Comfort, Chair of the Academics Committee of the SGA, for his comments. He suggested that the Chair of the SGA Academic Committee should be a member of the University Academic Integrity Committee. Senator Eaglesfield asked what was the usual representation at other universities, if it were difficult to fill student positions on these committees. Answer: typical student number on such committees is one and it is not difficult to fill the positions.

Senator Benson questioned the relationship between the academic integrity committees and the Supreme Court and suggested that the Court would also have jurisdiction over such cases. Answer: the committee most familiar with the issues and procedures of academic integrity should have jurisdiction and that other committee should not. President Hawley added that this further raised a dangerous precedent by having a college-level committee making decisions on grades.

Senator Terrell raised the issue of having college level committees. Answer: Some universities, KU and Oregon for example, have department committees, this is an issue that varies throughout the campus, having college level committees was a compromise solution of the Curriculum Committee. Senator Baxter said that in her experience, having a department level committee, or at least notifying the department chair of cases of academic dishonesty would be of value to the department. Senator Bajaj recommended the chain of command should be department to college to university.

Senator Hemans noted that this policy, as it stands, does not clearly define what the colleges are to establish and what is definite policy/procedure that cannot be changed. Senator Goldsteen stated that the policy has too much complexity and suggested that process issues be flexible and definitions be college specific. Answer: procedural issues, such as department committee, who has access to records etc. could be worked out for the whole university, but rules of evidence and definitions could vary.

There was discussion regarding the central repository of the information. Answer: the Curriculum Committee was concerned about the sensitive nature of such files and recommended that access should be as restricted as possible. Further that the university committee would review the files periodically to identify cases of multiple cheating across colleges by individuals. Senator Wahlbeck noted two types of cases, first, the student only takes one course in a department, in such cases, a central file would be of benefit, second, a student takes several courses in one department, in these cases a department file would be beneficial.

Senator Baxter suggested that three areas need further debate, procedure, notification, and committee make up. President Hawley noted that the Executive Committee had worked on the document and had come to the conclusion that it was time to bring it to the Senate for additional comments. Senator Murphey noted that the discussion on the document had been good and also felt more discussion was needed on the concepts. Senator Byrum recommended that the suggestions/comments from this meeting be considered by the Executive Committee and return the document to the Senate in the next session. President Hawley noted that further editing would be done and the document would come before the Senate again.

VII. NEW BUSINESS: None

VIII. AS MAY ARISE

Senator Bajaj moved to adjourn, Senator Wahlbeck seconded. The meeting was adjourned at 5:05 p.m.

Respectfully submitted,
Jean Eaglesfield, Secretary