1-1-1973

Faculty Senate Minutes 1972 - 1973

Missouri University of Science and Technology Faculty Senate

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This collection is the record and material considered by the Academic Council 1972-73.

Actions of the Council have been numerically designated as I (year-1971-72), 1 (monthly meeting-first), .1 (at a meeting-first action). The table of contents contains a description of each action. In addition to the minutes, related documents presented at Council meetings are included and are cross referenced to the action in the table of contents and index.

The roster, attendance records, and guidelines, general and procedural resolutions are included in collected form. The last sections contain pertinent correspondence with University, Campus and outside sources of decisions and information.

This volume has been prepared as a permanent edition of the Academic Council's activities and is placed in the library to serve that purpose for the faculty and staff at the University of Missouri-Rolla.

Respectfully submitted

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August 17, 1972

TO: University of Missouri-Rolla FACULTY

RE: AGENDA for Academic Council Meeting; Thursday, August 24, 1972; 1:30 p.m.; G-5 Humanities-Social Sciences Building

I. Approval of Minutes of meeting of May 11, 1972 (Vol. I, #10)

II. Unfinished Business: None

III. Reports of Administrative responses to actions approved by the Academic Council -- 1971-72 (See Agenda Attachments III A-Q)

A. Response to Procedural Resolution II (Sept. 23, 1971) requesting administrators having campus-wide authority to file with the Secretary of the Academic Council the charge, responsibilities, duties and membership of any regularly appointed or ad hoc committees performing services for them. (Chancellor Baker) [I, 2.8]

B. Resolution on female student housing. (Oct. 21, 1971) (Paul Ponder) [I, 3.7]


D. Implementation of New Honors Designations for baccalaureate degree recipients (Nov. 13, 1971 and March 23, 1972) (Bob Lewis) [I, 4.2, 8.1]

E. Implementation of new method of computing Accumulative Grade Point Averages (Nov. 18, 1971) (Bob Lewis) [I, 4.3]

F. Resolution on altering grade report form to require instructor's signature at both mid and end of semester (Jan. 20, 1972) (Bob Lewis) [I, 6.1]

G. Resolution on Undergraduate Honors Student enrollment in 400 level courses (Jan. 20, 1972) (Bob Lewis) [I, 6.2]

H. Resolution on CLEP examination implementation. (Jan. 20, 1972) (Lance Williams) [I, 6.5]

I. Resolution instructing Registrar to forward a computer print-out of grades to the instructor after the end of the semester. (Feb. 24, 1972) (Bob Lewis) [I, 7.8]

J. Resolution allowing up to 10 of final 40 credit hours to be transferred to satisfy undergraduate degree requirements (March 23, 1972) (Bob Lewis) [I, 8.4]

K. Resolution on actuarial study of graduated vesting of retirement benefits (April 13, 1972) (Dean Thompson) [I, 9.1]

L. Resolution on Common Departmental Examination Scheduling. (April 23, 1972) (Box Lewis) [I, 9.3]
IV. Reports of Standing or Special Committees

A. 4.511 Academic Freedom (Charles Johnson)
   1. Reconsideration of Student Conduct Resolution (Vol. I, #10/#7.2)

B. 4.512 Admissions and Academic Standards (Karl Muhlbauer)
   1. Transfer of Credit and Grades among UM Campuses (Vol. I, #10)

C. 4.521 Rules, Procedures and Agenda (John Dahm)
   1. Approval of the Meeting Dates for the 1972-73 Academic Year of the
      UMR Academic Council (See Agenda Attachment)

D. 4.535 Tenure (Ralph Schowalter)
   1. By-Laws statement on the organization of the Campus Tenure Committee
      (Vol. I, #9) (See Agenda Attachment)

V. New Business

A. Approval of the proposed revisions of the UMR Faculty By-Laws
   (Jim Tracey) (See Agenda Attachment)

B. Election of replacements for Bill Gatley on the following Committees:
   4.512 Admissions and Academic Standards
   4.519 Personnel
   (John Dahm) (See Agenda Attachment)

C. Chancellor Baker's request for faculty review of Administrative Offices
   (John Dahm) (See Agenda Attachment)

D. Proposal to grant Certificates of Academic Accomplishment (Steve
   Douglass, Assistant Dean of Extension) (See Agenda Attachment)

LANCE WILLIAMS, Secretary
Academic Council

Vol. II, #1

Note *** "Attachment" indicates an accompanying report, document or enclosure
has been sent each member of the Academic Council.
Otto Hill, Chairman, called the meeting to order at 1:32pm in G-5 of the Humanities-Social Sciences Building.

The minutes of the meeting of May 11, 1972 (Vol. I, #10) were approved as distributed.

Chairman Hill noted his distributed report of the activities of the Council officers and faculty members of the Rules, Procedures and Agenda Committee during the summer, which generally dealt with cleaning up loose ends of last year and planning for 1972-73. He also introduced new members including Adrian Daane, Dean of the College of Arts and Sciences; Don Siehr, Chemistry; Lon Pearson, Humanities; Ralph Carson, Electrical Engineering; Don Cronin, Mechanical Engineering; Nick Tsoulfanidis, Nuclear Engineering; Robert E. Crowley, Military Science-Army; and Mike Chiles, Dan Hinkle, Mike Hurst, Steve Roemerman, Rosemary Rois, undergraduate students. Lance Williams, secretary 1971-72, reported the records of last year had been compiled into three volumes that will be placed in the library for reference. They are: the annual reports of committees, the detail reports and materials of committees filed with the Secretary of the Academic Council (two parts), and the agendas, minutes, rosters, procedures, guidelines, and correspondence of the Council--ACADEMIC COUNCIL 1971-72, Vol. I. Actions of the Council have been cataloged by volume, e.g. I, meeting number, e.g. 1-10, and sequence, e.g. 1, 2, 3, etc.

The following responses to previous actions taken by the Council were provided by the people administratively responsible:

- Chancellor Baker has provided a list of committees with campus-wide authority he has appointed including their charge, responsibilities, duties and membership. [Note: these committees will be included in the committee list that is scheduled for distribution within a week or two.] Re: Procedural Resolution II (I, 2.8)
- Paul Ponder, Director of Student Services, noted McAnerney Hall is now a women's dorm with room for 66 additional female students. Re: Female housing resolution (r, 3.7)
- Chancellor Baker reported on disposition of pre-By-laws committees, reconstructing the Committee of International Programs and Studies, assigning the responsibilities of the Courtesy Committee to Dean Thompson, and asking for creation of a By-laws Tuition and Residence committee. Re: Pre-By-laws committee disposition resolution (I, 3.8)
- Dean McFarland reported the Research Policy Committee design was not completed and the report was deferred to next month's meeting. Re: I, 3.8.
- Bob Lewis reported the new honors graduation procedure is in the 1972 MANUAL OF INFORMATION and will be applied at December commencement. Re: I, 4.2; 8.1
- Bob Lewis indicated the cumulative grade point averaging change is in the MANUAL and will apply to all students who enter for the first time Fall semester 1972. Re: I, 4.3
- Bob Lewis indicated the new grade sheets will have provision for the instructor's initials at mid-and signature at the end of the semester. Re: I, 6.1
- Bob Lewis indicated preregistration instructions for the fall included the rules for undergraduate students enrolling in 400 level courses. Re: I, 6.2.
- Lance Williams reported the sub-committee of Admissions and Academic Standards for credit by examination policy review had been named and departmental Chairmen where CLEF exams exist urged to review their application toward credits and curricula. Re: I, 6.5.
Bob Lewis noted plans are being made to provide instructors print-outs of grades, by course, at the close of a semester. Re: I, 7.8.

Bob Lewis informed the Council of the incorporation in the new MANUAL OF INFORMATION of the transfer-back rule--10 of last 40 hours. Re: I, 8.4.

Dean Thompson presented a progress report on graduated vesting and indicated the University committee had been asked to provide a copy of the actuarial study and respond to questions about vesting. The report was deferred to next month's meeting. Re: I, 9.1.

Bob Lewis announced that the common departmental examination procedure approved by the Council is the currently applied one. Re: I, 9.3.

Bob Lewis reported the MANUAL OF INFORMATION reflects the scholastic probation policy with the exception of maximum hours permissible for a student on probation which should read 13 rather than 16. Re: I, 9.7.

Joe Wollard indicated petty cash disbursement can be obtained in the Cashier's Office from 9:00-10:30am Tuesdays and 1:30-3:00pm Thursdays. Re: Petty cash resolution (I, 9.3).

President Ratchford reported that UMR Faculty Association is still considered by him to have collective bargaining as its primary objective, therefore, must be denied use of campus facilities like any other union organization. Re: Resolution to reconsider use of facilities by UMR Faculty Association (I, 10.1).

Bob Lewis informed the Council of the intent of the Registrar's schedulers to minimize 7:30am classes beginning next semester. Re: I, 10.7.

Bob Lewis recommended a committee be assigned the task of revising the MANUAL OF INFORMATION to include scheduling/advising features for students and faculty. Bill Andrews moved referral to the Student Affairs Committee (4.522) with the suggestion that any interested faculty and students be encouraged to help with the revision. The motion was approved without a dissenting vote.

The following Standing Committee reports were presented and actions taken:

4.511 Academic Freedom. Charles Johnson announced the Committee had no final report on its reconsideration of the procedures for student dismissal from class because of misconduct. He also indicated there would be further consideration of the issue of facilities use by the UMR Faculty Association.

4.512 Admissions and Academic Standards. Karl Muhlbauer indicated the Committee had no report on the transfer of credit and grades between campuses of the University of Missouri.

4.521 Rules, Procedures and Agenda. John Dahm moved approval of the Academic Council meeting dates for 1972-73 which were passed without a dissenting vote. They will be September 21, October 19, November 16, and December 14, 1972; January 18, February 15, March 8, April 12, and May 3, 1973.

4.535 Tenure. Ralph Schowalter reported the Committee had drafted its proposal for changes in the By-laws description of the duties, responsibilities and membership of the Committee necessitated by the new University tenure rules. In moving the Committee's draft, he noted the difference in the Committee version and one presented by Otto Hill that required all Departments have representation and that the UMW representatives be chosen from the committee. Tom O'Keefe moved amendments to sections 4.535.2 and 4.535.4 as presented in Hill's version. Frank Walters asked that the amended question be divided. The discussion on 4.535.2 --all departments to have membership--centered around cases where a Department might not desire to participate and the need to have all faculty represented on the Committee. The amended version was accepted without a dissenting vote. The debate on 4.535.4 concerned the issue of heavy committee loads versus continuity and familiarity with activities at the University-wide level. The amended version was accepted with three dissenting votes. The main motion, to propose the draft to the faculty as an amendment to the By-laws, was passed without a dissenting vote.

[Note: The above, and succeeding, proposed amendments to the By-laws will be distributed to all faculty for discussion and consideration at the General Faculty meeting of September 12, 1972.]

Jim Tracey presented a packet of By-laws changes and moved the Council recommend them to the General Faculty for their consideration and adoption. The Chairman asked that anyone wanting to discuss or amend any item in the packet request it
be partitioned. George McPherson moved partition of 4.515, Dean Johnson 4.130, and Lon Pearson 4.536 and 4.533.2. A question was raised regarding graduate students and appeals before the Student Scholastic Performance Committee. It was noted that graduate students, by implication, are covered by rules of the Graduate School that are not incorporated in the text of the By-laws. The following section revisions were passed, without a dissenting vote, and are recommended to the General Faculty: 3.420 Vice-Chairman of General Faculty, 4.423 Ex-Officio members of Council, 4.445 Effective date of Council actions, 4.518 Academic Freedom Committee, 4.512 Admissions and Academic Standards Committee, 4.513 Assemblies, Programs, and Public Occasions Committee, 4.514 Budgetary Affairs Committee, 4.517 Library Committee, 4.519 Personnel Committee, 4.523 Student Awards and Financial Aid Committee, 4.524 Student Scholastic Performance Committee, 4.533.1 Security and Traffic Safety Committee (duties/responsibilities), and 4.600 Special Committees.

George McPherson questioned the Campus-wide authority of the Computer Committee. It was noted that it had functioned Campus-wide in the past. Frank Walters moved 4.515 Computer Center Committee be recommended to the General Faculty and it was agreed with one dissenting vote.

Lon Pearson expressed the opinion the proposed Tuition and Residence Committee [4.536] should have legal counsel. His motion for referral was defeated. The proposal was passed as presented without a dissenting vote.

Tom O'Keefe moved to reconsider 4.513. The motion passed with one dissenting vote. He then moved to amend "five" elected faculty to six and strike the word "approximately". The motion passed without a dissenting vote.

George McPherson moved an amendment to the proposed additional statement under 4.600 Special Committees that would rearrange the wording. It was defeated with one dissenting vote.

Because there was some feeling that a conflict existed between the description of department duties and responsibilities in 4.133, Dan Babcock moved its referral to the Rules, Procedures and Agenda Committee. The motion passed 26 to 10.

II,1.5 Lon Pearson questioned the membership of the Security and Traffic Safety Committee (4.533.2). He moved its referral to the Rules, Procedures and Agenda Committee for the purpose of recommending a specific faculty representation be included. The motion carried 23 to 13.

Ken Robertson was elected to replace Bill Gatley on the Admissions and Academic Standards Committee, Orrin Crosser on the Personnel Committee.

John Dahm, speaking for the Rules, Procedures and Agenda Committee, introduced a request from Chancellor Baker to fulfill President Ratchford's desire to have "evaluation of all administrative personnel" by a faculty review of administrative offices and personnel. He moved acceptance and adoption of the request. The motion carried with one dissenting vote. Dahm indicated the Chancellor's II,1.6 charges were two-fold: 1. a review, and 2. an evaluation process. The second II,1.7 charge was referred to the Personnel Committee 4.519. A motion was passed, without dissent, referring the review process to the Personnel Committee stipulating that a report be made at the September meeting of the council on the Committee's plan for implementation. After an amending motion was defeated, 17 to 13, the Rules Committee's recommendations on the priority of offices to II,1.8 be reviewed was passed without a dissenting vote. Priority I includes the Schools and Colleges, Dean of FACulties and Graduate School; Priority II Admissions and Registrar, Business Office, and Extension; Priority III Alumni Office, Public Information, Student Services, Center for International Programs, Counseling Center, Computer Center, and Nuclear Reactor.

Steve Douglass, Assistant Dean of Extension, introduced the possibility of presenting certificates for students who have completed a program of study or specified year(s) of course work short of a degree. Orrin Crosser moved referral of the proposal to the Admissions and Academic Standards Committee. Discussion centered around the reasons for such a proposal. Dean Thompson indicated its value to the Army in considering promotions, service possibilities similar to institutions granting Associate of Arts degrees and para-
II,1.9  professional programs. Dan Babcock amended the referral motion to include instruction to devise a plan for implementing such certificates. The amendment passed 20 to 17; the main motion was accepted without a dissenting vote.

As an announcement from the floor, Ken Robertson raised the general issue of parking on the Campus. Specifically, the rule that visitors, for example during a conference, pay $1.50 for temporary permits and the practice of parking tickets being given when faculty park in lots other than their assigned ones during times when students are away from Campus even though the lots are practically empty. Dan Babcock moved a resolution requesting the Office of University Police mail 1972-73 parking decals, when available, upon receipt of the fees. The resolution passed without a dissenting vote.

The meeting was adjourned at 3:58 p.m.

Respectfully submitted,

Lance Williams, Secretary
August 31, 1972
UNIVERSITY OF MISSOURI-ROLLA  
Aug. 10, 1972

TO: MEMBERS OF THE ACADEMIC COUNCIL  
FROM: OTTO H. HILL, CHAIRMAN, ACADEMIC COUNCIL  
RE: ACTIVITIES DURING THE SUMMER OF '72

The self-styled Academic Council Executive Committee consisting of the officers of the AC and the faculty members of the R, P and A were engaged in the following activities during this past summer:

(1) Revision of the UMR BY-LAWS. James Tracey served as the ramrod for putting together the collection of proposed revisions which are circulated with this Agenda. For the most part they formalize actions which have been accepted individually by the Faculty and the Council during the operations of the past year.

(2) Designed a method of formalizing administrative responses to actions of the Council. Item III is the result. Recommendations, Resolutions or Motions requiring administrative response will be carried under this Item in the future until such time as action on the matter is completed (not necessarily to the satisfaction of the Council). The collection of items on the August 24 agenda was distributed to the indicated administrative officers on June 9, 1972 with a request for a formal written response by August 7 for circulation with this agenda. The responses are attached. A similar method of keeping track of the business referred to UMR committees has served us well in the past, and we anticipate the same result here.

(3) Cataloging of UMR Special Committees. Working with the Chancellor's office, we have cataloged the responsibilities, authority, and composition of all committees, panels, and boards performing campus-wide service, and these will be distributed to the faculty for information purposes along with the Standing Committee membership data for 1972-73. It is considered important for the faculty to be able to identify all possible policy recommending groups on the campus.

(4) The R, P and A members completed the 1972-73 Standing Committee roster, with the exception of a few student members and data on chairmen, which will be provided as soon as school business starts this semester. Circulation will be handled through the UMR Digest.

Altogether a great time was had by all.

Respectfully submitted,

Otto H. Hill

OHH/Im
II.1.9  professional programs. Dan Babcock amended the referral motion to include instruction to devise a plan for implementing such certificates. The amendment passed 20 to 17; the main motion was accepted without a dissenting vote.

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Respectfully submitted,

Otto H. Hill

OHH/1m
To: UMR Academic Council

From: Chancellor Merl Baker

Re: Administration Response to Actions of the Academic Council

It is a pleasure to offer the following formal response to recommendations received from the Academic Council during the past academic year. I shall classify these according to Agenda Item III submitted to me in advance of the August 24, 1972 meeting.

Item III A.

During the past year I have examined the charges, duties and responsibilities of the Faculty and Administrative Standing Committees established under the new UMR Bylaws, as well as the needs of my own office and those related to me, in securing counsel and service. As a result of this examination, I have established the following campus-wide advisory committees to assist me in performing my administrative duties.

Isotope and Reactor Safety Committee
Committee of Department Chairmen
Panel of Deans
Chancellor's Advisory and Planning Group
Campus Space Allocation Committee
Committee on International Programs and Studies
Committee on Effective Teaching and Faculty Awards
Faculty Advisory Committee for Institutional Development
Committee on Instructional Media
University Center Committee
Chancellor's Liaison Board
Faculty Advisory Committee for Continuing Education
Dr. Otto H. Hill

as any other union organization, even though they may profess other objectives which would fall within the normal functions of a professional organization. I have reviewed the Resolution of the Academic Council, and I have again reviewed the Constitution of the UMR Faculty Association. I have had no indication that there is any change in the situation since March 1, 1971, and, so far as I know, one of the primary objectives of the organization is collective bargaining. So long as this is the case, I find no reason for a change in the position taken by the University.

However, if the Association as a group does not agree with the statements made to me as quoted above, and do not subscribe to the tenets of the NSP, and by affirmative action of the Association so state, then reconsideration could be given to their request for use of University space.

You may feel free to share this letter with the members of the Association so they may know the position of this office.

I appreciate very much your interest in this matter.

Very truly yours,

C. Price Ratchford
President

cc: Chancellor Baker
    Dean Thompson
P. Resolution to Minimize 7:30 a.m. Class Scheduling.

This resolution, which was passed on May 11, 1972, by the Academic Council, is currently being implemented. There are naturally quite a number of 7:30 classes scheduled for the 1972 fall semester. Many of these classes will be changed to other times; however, since the resolution did not get to us until after the scheduling was pretty well complete for the 1972 fall semester it will really not be possible to fully implement this until the 1972-73 spring semester.

Q. Resolution for Admissions Office to Consider Publishing a Revision of the Manual of Information to Include Scheduling/Advising Features for Students and Faculty.

It would seem to me that a committee will need to be appointed by the Academic Council to undertake this project. Certainly in the matter of economics it would appear that cost would be prohibitive for our office to print such a publication unless it were done strictly as a mimeographed booklet, and in this case the amount of time necessary and the amount of labor might be prohibitive.
Information on the duties, responsibilities and authority of these committees together with a list of the members appointed for the 1972-73 academic year has been forwarded to the chairman of the Academic Council. It is my understanding that these will be classified under section 4.600 of the Bylaws as Special Committees of the University of Missouri - Rolla and this information will be forwarded to the General Faculty along with information on the membership of the Bylaws Standing Committees for the coming academic year.

Item III C.

Concerning the recommendations of October 21, 1971 pertaining to the disposition of pre-Bylaws committees, I have taken the following action:

(1) I have decided to maintain the Committee of International Programs and Studies (Center for International Studies) as an independently identified advisory committee rather than have it serve as a subcommittee of Admissions and Academic Standards as requested. I have provided the statement of duties and responsibilities as noted previously, and I will arrange for the appointment of one of the Admissions and Academic Standards members as requested. This member should be able to keep the Admissions and Academic Standards Committee apprised of any academic matters that might arise.

(2) I have asked Dean Thompson to assume the responsibilities for the earlier Courtesy Committee.

(3) It will not be possible to dissolve the Tuition and Residence Committee and have its duties assumed by the Student Affairs Committee. The Tuition and Residence Committee is required under Board of Curator regulations. It is my understanding that the Faculty will be asked to correct this earlier oversight by amending the Bylaws to create a section 4.536 Tuition and Residence under Administrative Standing Committees.

In order to expedite the handling of administrative responses to all future actions of the Academic Council, I have asked Dean Thompson to serve as the administrative liaison with the Council. It will be his responsibility to keep the Council informed of the status of administrative action taken on Council recommendations.
MEMORANDUM TO: UMR Academic Council
FROM: Paul E. Ponder
RE: Action on Women's Housing

After long and careful consideration of the various alternatives available, the University has now made the decision on how to proceed with providing more housing for single women students. The conversion of McAnerney Hall to house women students and converting our present women's dorm back to married student apartments is no ideal solution, but it seems to be the most effective method of increasing the number of spaces for housing women students at a reasonable rental charge to the student and within the extremely limited funds we have to spend for this purpose. The change will provide about 66 more spaces for women students than we had last year, an increase of about 145 percent.

PEP: dpm
MEMORANDUM TO: UMR Academic Council

FROM: Robert H. McFarland, Dean, Graduate School

RE: Establishing the Research Policy Committee

I have previously furnished all the information re the Research Policy Committee that I could give prior to Aug. 15. I had made an earlier commitment to the Graduate Council that they would be able to approve the Research Committee membership along with the other committee memberships. Your request was timed such that it was impossible to assemble the Council specifically for this purpose.

The specific data requested is now being assembled. I am sorry I cannot be of more help at this time.

Robert H. McFarland

RHM/sb

Referred to w/ a dissent
Response to actions which were taken by the Academic Council during 1971-72, which call for answers from the Registrar and Director of Admissions are indicated below, following the format of the "Partial Tentative Agenda for Academic Council meeting scheduled for August 24, 1972":

D. Implementation of New Honors Designations for Baccalaureate Degree Recipients.

The new procedure concerning honors at graduation, which is scheduled to go into effect at the December 1972 Commencement, was incorporated in the 1972 Manual of Information on page 66. This is under Section III, paragraph 7.

E. Implementation of New Method of Computing Overall Grade Point Averages.

The new procedure for this was incorporated into the 1972 Manual of Information on page 71. This appears in Section VIII, paragraph 6. It should be noted that change will effect only those students who attend UMR for the first time in the fall of '72 or thereafter.

Although our computer program for calculating cumulative grade point averages has not yet been modified, this will be done during the 1972 fall semester in sufficient time for the correct calculation at the end of the fall semester.

F. Eisenman Resolution on Altering Grade Report Form to Require Instructor Signature at Both Mid- and End of Semester.

The new grade sheets which will be used for the 1972 fall semester have been modified to reflect these changes. Note the attached samples showing that the instructor will initial the grade sheet at mid- and sign the grade sheet at the end of the semester.
G. Fuller Resolution on Undergraduate Honors Student Enrollment in 400 Level Courses.

This change has been implemented in the preregistration instructions as they appear in the schedule of classes for fall 1972. This information appears on page 5, paragraph 7: "In general undergraduates are not permitted to enroll for 400 level courses. However, undergraduates may earn credit towards the bachelors degree for courses normally taken by first year graduate students (400 level courses) if the student is enrolled in an honors program, or has a grade point average of 3.50 or better and has the necessary prerequisites for the course to be taken."

I. Grimm Resolution Instruction Registrar to Forward a Computer Print-out of Grades to the Instructor After the End of the Semester.

Plans are underway for our office to print up at the end of the 1972 fall semester a listing by course of the final grades given. This information will be distributed to the instructor as requested.

J. Fuller Resolution Allowing up to 10 of Final 40 Credit Hours to be Transferred to Satisfy Undergraduate Degree Requirements.

This change has been put into effect and was incorporated in the 1972 Manual of Information as it appears on page 65 under III, paragraph 5.

L. Resolution on Common Departmental Examination Scheduling.

This procedure as approved by the Academic Council is our current operating procedure when questions arise concerning common departmental examinations.

M. Resolution on Scholastic Probation Policy and Alterations of Manual of Information.

These changes as approved by the Academic Council on April 13, 1972, have been incorporated into the 1972 Manual of Information. The new chart appears on page 71 under Section IX, paragraph 2.
To: Academic Council  
Re: Resolution on CLEP examination implementation of January 20, 1972.

Chancellor Baker responded to the resolution in a letter to Bill Andrews on February 4, 1972. In it he asked that a faculty committee be given responsibility for reviewing overall campus credit by examination policies. Bill Andrews asked me to form a sub-committee of the Admissions and Academic Standards Committee (4.512). Those who have agreed to serve include: George Schowengerdt, August Garver, Jack Boyd, Wilbur Tappmeyer, and Karl Muhlbauer who will be the liaison member with the standing committee.

In addition, Bill Andrews informed the chairmen of Departments where CLEP exams have been used of the Chancellor's desire for review and appraisal of the tests, passing scores, credits granted, and any special conditions or limits on such credits by their faculty.

Lance Williams  
Assistant Professor of History
Memorandum To: UMR Academic Council

From: Dudley Thompson, Dean of Faculties

RE Resolution on Actuarial Study of Graduated Vesting of Retirement Benefits

A progress report on this April 13 resolution of the Academic Council is submitted as information since action has been begun but has not been completed.

Dr. A. G. Unklesbay, Vice President for Administration, and Dr. Donald S. Holm, Jr., Chairman, Retirement and Staff Benefits Committee of the University of Missouri, met on the UMR campus with Dr. H. P. Leighly, Dr. Jacque Zakin, Dr. Glen Haddock, Dr. Otto Hill, Dr. Jim Pogue, Dr. Harry Weart, Dr. William Andrews and Dr. Dudley Thompson, on Wednesday, May 24, 1972. The purpose of the meeting was to verbally review the highlights of the actuarial study which the University had commissioned earlier and had just been received. The UMR faculty members requested that a copy of the actuarial study be made available to them and the faculty for study. Dr. Jim C. Pogue was asked by Dean Thompson to collect and focus questions arising from the meeting since time did not permit unlimited discussion. When such questions have been received and collated, they will be transmitted to Dr. Holm with a request that answers be given, together with a written report and copy of the actuarial study.

DT:cc

cc: Chancellor Merl Baker
Dr. A. G. Unklesbay
Dr. Don S. Holm, Jr.
MEMORANDUM TO:  Dr. Otto Hill

FROM:  Joseph D. Wollard, Business Officer

RE:  Reports of Administrative Response to Actions Taken by the Academic Council.

Please refer to your memorandum dated June 9, 1972 subject same as above and in specific to paragraph N of the "Partial Tentative Agenda for Academic Council Meeting Scheduled for August 24, 1972."

I had previously agreed to meet with Dr. Leighly, however, he has been away all summer. The Purchasing Department will, on an experimental basis, beginning September 1, 1972 open a petty cash disbursement in the Cashier's Office, basement of Parker Hall, from 9:00 - 10:30 AM on Tuesday mornings and from 1:30 PM to 3:00 PM on Thursday afternoons.

These plans, hopefully will improve the services to the faculty and yet allow retention of the function by the Purchasing Department.

This procedure will be experimental and it will be reviewed after 6 months operation to determine what changes if any should be considered.

Joseph D. Wollard

JDW/mam

cc:  Mr. Gibbons  
      Mr. Kietzer  
      Mr. Paulsmeyer
Dr. Otto H. Hill  
Chairman, Academic Council  
University of Missouri - Rolla  

Re: Resolution on UMR Faculty Association  

Dear Dr. Hill:  

The Resolution adopted by the UMR Academic Council on May 11, 1972, relative to the UMR Faculty Association has come to me.  

The matters referred to in the Resolution were first considered by me more than a year ago, and there has been considerable discussion and correspondence relating to them. It was made clear to me in February of 1971 that the purpose of this organization was to affiliate with the National Society of Professors, and, as stated in a letter from Charles A. Johnson, then Executive Secretary, "...we do not equivocate on the issue of collective bargaining. We favor it for all educators and it will remain one of our primary objectives for UMR and for the University."

The National Society of Professors, of course, has as its stated objective as an affiliate of the National Education Association, the accomplishment of collective bargaining representation for faculty members.

As I made clear to Dr. Johnson at that time, an organization which adopts as a primary objective the collective bargaining approach must necessarily be treated
MEMORANDUM TO: Members of the UMR Academic Council
FROM: Rules, Procedures and Agenda Committee
RE: Meeting Dates for the 1972-73 Year

The Rules, Procedures and Agenda Committee proposes that the UMR Academic Council meet at 1:30 p.m. in Room G-5 of the Humanities-Social Sciences Building on the following dates:

- August 24, 1972
- September 21, 1972
- October 19, 1972
- November 16, 1972
- December 14, 1972
- January 18, 1973
- February 15, 1973
- March 8, 1973
- April 12, 1973
- May 3, 1973

For the Committee,

John J. Dahm, Chairman

JJD/mp
MEMORANDUM TO: Members, Academic Council

FROM: R, P and A Committee

RE: Amendments to UMR Faculty Bylaws
    (Sec. 4.535 - Tenure Committee)

Attached are two alternate proposals for the definition of the Tenure Committee, one from the '71-'72 Tenure Committee and the other from Dr. Hill. The primary differences are:

a) whether or not department participation should be mandatory and

b) whether or not current membership on the UMR Tenure Committee shall be a prerequisite for election to the University-Wide Tenure Committee.

Dr. Schowalter will move adoption of the Tenure Committee's recommendation and Dr. Hill will offer his recommendation as an amendment.
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Section Number: 4.535 Tenure Committee

Present Section Wording:

4.535.1 This committee is concerned with the tenure rights of faculty. It functions according to the principles stated in the Academic Freedom and Tenure Regulations adopted by the University of Missouri Board of Curators. It may also make recommendations for policy changes through the Academic Council to the Board of Curators.

4.535.2 The committee consists of faculty members as prescribed by the Academic Freedom and Tenure Regulations of the Board of Curators. There shall be no less than one faculty member elected from each School or College.

Proposed Section

4.535 UMR Faculty Committee on Tenure

4.535.1 This committee is concerned with the tenure rights of faculty. It functions according to the Academic Tenure Regulations adopted by the University of Missouri Board of Curators. It may also make recommendations for policy changes through the Academic Council to the Board of Curators.

4.535.2 This committee consists of one member from each academic department which wishes to participate in the committee activities. However, there shall be at least one member from each School or College. Each participating departmental faculty shall, during the second semester of each academic year, elect one of its eligible staff to membership on the committee to serve for the following academic year, and also elect an alternate member who shall serve whenever the regular committee member is unable to serve.

4.535.3 Members shall be elected from the eligible Professors on continuous appointment. If there are no eligible Professors within a participating department, then the members shall be elected from the eligible Associate Professors.

Deans, associate or assistant deans, department chairmen, and other persons who devote a substantial portion of their time to administrative duties shall not be eligible for membership on the committee.
4.535.4 The regular and alternate members elected by the campus faculty during the second semester of each academic year to serve on the University Faculty Committee on Tenure for the following two academic years need not be chosen from the membership of the UMR Faculty Committee on Tenure.

Justification:

A change in our current By-Laws was necessitated when the Board of Curators adopted a new set of Tenure Regulations last spring. The above change conforms to these new regulations, defines the UMR Tenure Committee and defines election procedures.

Approved By:

Tenure Committee
AMENDMENT TO TENURE COMMITTEE RECOMMENDATIONS

ON UMR FACULTY BY-LAWS REVISION

Section Number: 4.535

Proposed Section with Amendments

4.535.1 This committee is concerned with the tenure rights of faculty. It functions according to the Academic Tenure Regulations adopted by the University of Missouri Board of Curators. It may also make recommendations for policy changes through the Academic Council to the Board of Curators.

4.535.2 This committee consists of one member from each academic department whose faculty is eligible for tenure.

Each departmental faculty shall, during the second semester of each academic year, elect one of its eligible staff to membership on the committee to serve for the following academic year, and also elect an alternate member who shall serve whenever the regular committee member is unable to serve.

4.535.3 Members shall be elected from the eligible Professors on continuous appointment. If there are no eligible Professors within a department, then the members shall be elected from the eligible Associate Professors.

Deans, associate or assistant deans, department chairmen, and other persons who devote a substantial portion of their time to administrative duties shall not be eligible for membership on the committee.

4.535.4 During the second semester of each academic year, the committee shall place the names of three of its members in nomination before the General Faculty for election to two year terms on the University Faculty Committee on Tenure. The General Faculty shall vote for two of these nominees. The nominee receiving the largest number of votes shall fill the position of member of the committee. The nominee receiving the next largest number of votes shall serve as the alternate member.
Justification:

1) Departmental representation and participation on the UMR Faculty Committee on Tenure should be mandatory, not optional. (Sec. 4.535.2)

2) Since the Tenure Committee members are elected by their departmental colleagues, this collection should be acceptable as a "pot" from which to extract three nominees for the University of Missouri Tenure Committee without any provision for additional nominations of other faculty members. Three nominees will guarantee election being completed in a single ballot. (4.535.4)

3) The use of the vote for two out of three method with the largest vote getter serving as member and the next largest serving as alternate has been adopted and accepted by the faculty in previous action.

4) Faculty members must be encouraged to minimize, where possible, the time and effort devoted to university governance. The UMR Tenure Committee members will already have gained familiarity with the Tenure Regulations by their local service, and subsequent service on a similar committee U-wide will be a minimum demand upon them compared to a faculty member without this current experience.

Submitted By:

Dr. Otto Hill
MEMORANDUM TO: Members, Academic Council

FROM: J.H. Tracey

RE: UMR Faculty By-Laws Revisions

The officers of the Council and members of R,P and A have coordinated various requests over the past year for changes in our By-Laws. These changes are attached for your consideration prior to the Council meeting of August 24, 1972. At that meeting I will move adoption of the entire collection. Next, the Chair will entertain amendments to my motion for exclusion of any Section changes you would like to consider separately. We will then seek approval of those not excluded and take up the remainder.

Council approval is not a necessary nor sufficient requirement for changes in the By-Laws. We are taking this course of action only to confine most of the discussion to the Council with the anticipation that Council approval will expedite the handling of these in the General Faculty meeting of September, 1972.

The following table will assist in correlating Section numbers and Committee titles:

4.511 Academic Freedom Committee
4.512 Admissions and Academic Standards Committee
4.513 Assemblies, Programs, and Public Occasions Committee
4.514 Budgetary Affairs Committee
4.515 Computer Center Committee
4.518 Library Committee
4.519 Personnel Committee
4.523 Student Awards and Financial Aid Committee
4.524 Student Scholastic Performance Committee
4.533 Security and Traffic Safety Committee
4.600 Special Committees
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Section Number: 3.420

Present Section Wording:

The Vice-Chairman is elected by the General Faculty from nominations provided by the Rules, Procedures, and Agenda Committee and/or individual faculty members. His term is one year, and he shall not be eligible to succeed himself. He serves until his successor is elected and qualified. To be eligible for this office a member of the General Faculty must have had at least three years service at the University of Missouri-Rolla. The Vice-Chairman presides at meetings of the General Faculty in the absence of or at the discretion of the Chairman.

Proposed Section (changes/additions underlined):

3.420 The Chairman of the Academic Council is the Vice-Chairman of the General Faculty. The Vice-Chairman presides at meetings of the General Faculty in the absence of or at the discretion of the Chairman.

Justification:

In its first two years of existence, the General Faculty has chosen the Chairman of the Academic Council to serve as its Vice-Chairman. This proposed change merely formalizes that action. It makes sense since the AC Chairman, (1) is currently involved with all aspects of faculty business, (2) has experience with meeting procedures and chairmanship and (3) will require a minimum of additional effort for preparation and familiarization with the business before the house.

Approved By:

Rules, Procedures and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Section Number: 4.423

Present Section Wording:

Ex-Officio members of the Academic Council consist of the Chancellor, Dean of Faculties, Dean of the Graduate School, Dean of Engineering, Dean of Mines and Metallurgy, Dean of Arts and Sciences, voting; Dean of Extension, the Registrar, Business Officer, and Librarian, non-voting.

Proposed Section (changes/additions underlined):

Ex-Officio members of the Academic Council consist of the Chancellor, Dean of Faculties, Dean of the Graduate School, Dean of Engineering, Dean of Mines and Metallurgy, Dean of Arts and Sciences, Dean of Extension, voting; Computer Center Director, the Registrar, Business Officer, and Librarian, non-voting.

Justification:

In the original draft from the By-Laws Revision Committee the voting administrative membership was restrained in light of a projected Council of from 35 to 40 total members. That number has increased significantly with faculty membership based on one per ten. It was also true that the Dean of Extension used faculty beyond their regular teaching responsibilities, a situation that has changed to the point that some faculty fulfill their teaching duties as instructors under the auspices of the extension centers and programs.

The Computer Center is a campus-wide service facility much like the Library.

Approved By:

Rules, Procedure and Agenda Committee and Computer Center Committee
PROPOSED CHANGE IN THE UMR FACULTY BY-LAWS

Date August 9, 1972

Section Number: 4.446

Present Section Wording:

4.446 The effective date of all actions is thirty (30) days after the action has been communicated to the faculty, unless four-fifths of the Academic Council members approve a motion that an action becomes effective immediately or unless action to veto is initiated by the General Faculty.

Proposed Section (changes/additions underlined):

4.446 The effective date of all actions is thirty (30) days after the action has been communicated to the faculty, unless four-fifths of the Academic Council members approve a motion that an action becomes effective immediately or unless action to veto or amend is initiated by the General Faculty within the thirty day period. No action taken by the Academic Council shall be implemented prior to its certification at a meeting of the General Faculty if a petition to veto or to amend such action is submitted to the Chancellor by more than ten percent of the members of the General Faculty.

Justification:

It is necessary to define the status of Council action during the period between the time of initiation of the veto and the convening of the General Faculty. A Special Meeting of the General Faculty can be initiated by a petition from 5% of the members, but 12% of the General Faculty are already members of the Council so a requirement of 10% on a petition to veto or amend appears reasonable to minimize capricious action.

Approved by:

Rules, Procedures and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date July 17, 1972

Section Number: 4.511.2

Present Section Wording:

The committee consists of seven faculty members elected from and by the General Faculty. Each School or College shall have at least one representative. Committee members serve a one-year term.

Proposed Section (changes/additions underlined):

4.511.2 The committee consists of one faculty member elected from and by each School or College, and four elected from and by the General Faculty. Members serve a two-year term with approximately one-half elected each year.

Justification:

Simplification of election procedures and establishment of continuity.

Approved By:

Rules, Procedure and Agenda Committee
Section Number: 4.512.2

Present Section Wording:

The committee consists of six members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, and one administrative member appointed by the Chancellor. Each School or College shall have at least one representative. Committee members serve a one-year term.

Proposed Section (changes/additions underlined):

4.512.2  The committee consists of three faculty members elected from and by the Academic Council, one elected from and by each School or College, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one-half elected each year.

Justification:

Simplification of election procedures and establishment of continuity.

Approved By:

Rules, Procedure and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date __July 17, 1972__

Section Number: 4.513

Present Section Wording:

4.513 Assemblies, Programs and Public Occasions Committee

4.513.1 (No Change)

4.513.2 The committee consists of five members elected from and by the General Faculty, one administrator appointed by the Chancellor, and three students selected by the Student Council. Members serve a one-year term.

Proposed Section (changes/additions underlined):

4.513 Public Occasions

4.513.2 The committee consists of six members elected from and by the General Faculty, one administrator appointed by the Chancellor, and three students selected by the Student Council. Faculty members shall serve for a two-year term with approximately one-half elected each year.

Justification:

The proposed name more accurately reflects the committee's duties. Terms of office have been extended to provide more continuity.

Approved By:

Rules, Procedure and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Section Number: 4.514.2

Present Section Wording:

The committee consists of two faculty members elected from and by the Academic Council, two elected from and by each School and College, including the Graduate School, and one administrative member appointed by the Chancellor. Elected members serve for a two-year term, one-half elected each year.

Proposed Section (changes/additions underlined):

The committee consists of two faculty members elected from and by the Academic Council, two elected from and by each School and College, two from and by the Graduate Faculty, and one administrative member appointed by the Chancellor. Elected members serve for a two-year term, one-half elected each year.

Justification:

Clarification of the distinction between Schools or Colleges (presently limited to Engineering, Mines & Metallurgy, Arts and Sciences) and the Graduate School Faculty.

Approved By:

Rules, Procedure and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date July 17, 1972

Section Number: 4.519.2

Present Section Wording:

The committee consists of two faculty members elected from and by the Academic Council, one member elected from and by each School or College, including the Graduate School, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one-half elected each year.

Proposed Section (changes/additions underlined):

The committee consists of two faculty members elected from and by the Academic Council, one member elected from and by each School or College, one member elected from and by the Graduate Faculty, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one-half elected each year.

Justification:

Clarification of the distinction between Schools or Colleges (presently limited to Engineering, Mines & Metallurgy, Arts and Sciences) and the Graduate School Faculty.

Approved By:

Rules, Procedure and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date: July 17, 1972

Section Number: 4.523.2

Present Section Wording: The committee consists of eight members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, two students selected by the Student Council, and one administrative member appointed by the Chancellor. Student members serve as members of the committee when new policy or policy revisions are being considered. Student members shall not serve when the committee is acting on student appeals, except at the discretion of the appealing student. Two of the faculty members elected by the Academic Council and one of the elected faculty members shall serve for a two-year period. Student members shall serve for a one-year period.

Proposed Section (changes/additions underlined):

4.523.2 The committee consists of eight members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, two students selected by the Student Council, and one administrative member appointed by the Chancellor. Student members serve as members of the committee when new policy or policy revisions are being considered. Student members shall not serve when the committee is acting on student appeals, except at the discretion of the appealing student. Elected faculty members serve a two-year term with approximately one-half elected each year. Student members shall serve for a one-year period.

Justification:

Simplification of election procedures.

Approved By:

Rules, Procedure and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date July 20, 1972

Section Number: 4.524 & 4.524.1

Present Section Wording:
4.524 Student Scholastic Performance Committee

4.524.1 This committee recommends policies for individual student scholastic performance. The committee determines criteria for graduation with honors, scholastic deficiencies, admission, and method of student appeals. The committee shall consider and rule on all individual cases of appeal and shall report its findings to the academic council.

Proposed Section (changes/additions underlined):

4.524 Student Scholastic Appeals Committee

4.524.1 This committee establishes procedures for individual student scholastic appeals. The committee shall consider and rule on all individual cases of appeal relating to student scholastic performance, including but not limited to: graduation with honors, probation and dropping from school, readmission after being dropped for scholastic reasons, and scholastic deficiencies and evaluation of credit. It shall report its actions to the Academic Council.

Justification:
The responsibilities of the committee are in direct conflict with the Admissions and Academic Standards Committee (4.512). In addition, the Academic Council and General Faculty are in even more confusion as to the role of the two committees. Because of the conflicts in the rules, an amendment to the By-Laws is necessary.

Approved By:
Rules, Procedure and Agenda
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date July 17, 1972

Section Number: 4.524.2

Present Section Wording:
The committee shall consist of seven members: three faculty members elected from and by the Academic Council two elected from and by the General Faculty, and two student members selected by the Student Council. Two of the faculty members appointed by the Academic Council and one of the elected faculty members serve a two-year period. The remaining faculty members and student members serve a one-year period.

Proposed Section (changes/additions underlined):

4.524.2 The committee shall consist of seven members: three faculty members elected from and by the Academic Council two elected from and by the General Faculty, and two student members selected by the Student Council. Faculty members serve a two-year term with approximately one-half elected each year. Student members serve a one-year period.

Justification:
Continuity of service and simplification of election procedures.

Approved By:
Rules, Procedure and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date: July 17, 1972

Section Number: 4.533.1

Present Section Wording:

This committee makes recommendations to the Academic Council on policy pertaining to security and traffic safety. It oversees application of rules and regulations concerning campus security and traffic safety.

Proposed Section (changes/additions underlined):

The committee makes recommendations to the Academic Council on policy pertaining to security and traffic safety. It functions according to the principles stated in the Board of Curators' description of the UMR Traffic Safety Committee. It oversees application of rules and regulations concerning campus security and traffic safety.

Justification:

This change will clarify the committee's role and bring it into harmony with the regulations of the Board of Curators.

Approved By:

Rules, Procedure and Agenda Committee
Faculty members direct and perform the work of instruction, and they coordinate and conduct research within the Department. They are also concerned with the internal administration of their Department. Proposals for changes in curriculum or courses may be initiated by the Department to be forwarded to the Dean who submits them to the Curricula Committee with his recommendation.

Justification:

More accurately reflects faculty role.

Approved By:

Rules, Procedures and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date: July 12, 1972

Section Number: 4.515

Present Section Wording: 4.515 Computer Center Committee
4.515.1 (no change)
4.515.2 The committee consists of one member elected from each department desiring representation, the Business Officer, the Director of the Computer Center as an ex-officio member, one student selected by the Student Council, and one graduate student selected by the Executive Council of the Association of Graduate Students. Faculty members serve for a three-year term with approximately one-third of the membership elected each year. Representatives should have demonstrated experience/expertise in computer activities. The departmental members shall be selected so that all major aspects of computer activities on the Campus are represented by the total committee.

Proposed Section (changes/additions underlined):

4.515 Computer Committee

4.515.2 The committee consists of one member elected from each department desiring representation, the Business Officer and Director of the Computer Center as ex-officio members, one student selected by the Student Council, and one graduate student selected by the Executive Council of the Association of Graduate Students. Faculty members serve for a three-year term with approximately one-third of the membership elected each year. Representatives should have demonstrated experience/expertise in computer activities. The departmental members shall be selected so that all major aspects of computer activities on the Campus are represented by the total committee.

Justification:
The Committee name should be changed so as to reflect involvement in total campus computing activities, including minicomputers, and not just the Computer Center. The remaining change is editorial in nature.

Approved By:
Rules, Procedure and Agenda Committee and Computer Center Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Date July 20, 1972

Section Number: 4.533.2

Present Section Wording:
The committee consists of eight members: five elected from and by the General Faculty, two students selected by the Student Council, and ex-officio, the Director of Traffic Safety and Campus Security. Council and Faculty members serve for a two-year term with approximately one-half being elected each year.

Proposed Section (changes/additions underlined):
The Committee shall be composed of the Director of Traffic Safety and such other members as shall be appointed by the Chancellor. The terms of the appointed members shall be determined by the Chancellor. The Chancellor shall designate one of the appointed members as Chairman.

Justification:
To bring the present By-Laws into harmony with the regulations of the Board of Curators.

Approved By:
Rules, Procedure and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Section Number: 4.536

Present Section Wording:

Does not exist in the present BY-LAWS.

Proposed Section (changes/additions underlined):

4.536 Tuition and Residence Committee

4.536.1 This committee assists the Cashier, when requested, in determining the residence status of a student relative to the required non-resident tuition fees established under the applicable regulations of the Board of Curators. The Committee also considers properly filed appeals by students taking exception to the Cashier's ruling relative to their residence or tuition status.

4.536.2 The committee consists of three faculty members and three administrative members appointed for a one year-term by the Chancellor, who shall designate one member as chairman.

Justification:

The statement above is a new item required by the following Board of Curators Regulation "7.1707 Right of Appeal. Any student unwilling to accept a ruling relative to his residence or tuition status should ask the Cashier for an appeal form in order that the ruling may be reviewed by the Committee on Tuition and Residence."

Approved By:

Rules, Procedures and Agenda Committee
PROPOSED CHANGE IN UMR FACULTY BY-LAWS

Section Number: 4.600

Present Section Wording:

4.600 Special Committees

Special Committees may be named from time to time, as needed, by the General Faculty, Academic Council, Schools, Colleges, and Departments.

Proposed Section (changes/additions underlined):

4.600 Special Committees

Special Committees may be named from time to time, as needed, by the Chancellor, General Faculty, Academic Council, Schools, Colleges, and Departments. However, when the faculty or the administration establishes any committee having campus-wide responsibilities or authority, they shall file with the Secretary of the Academic Council a statement specifying the responsibilities, authority and composition of the committee together with a list of current members. A catalog of such existing committees shall be circulated to the faculty annually by the Secretary of the Academic Council.

Amend by McPherson
defeated w/ one dissent

Justification:

There continues to exist a number of committees serving the entire faculty which are not defined in the BY-LAWS. It is important that the faculty is aware of their existence, definition and authority in order to interpret their role in campus policy making. This is a formalization of Academic Council Procedural Resolution II adopted September 23, 1971.

Approved By:

Rules, Procedures and Agenda Committee
MEMORANDUM TO: UMR Academic Council

FROM: John J. Dahm, Chairman
Rules, Procedures and Agenda Committee

RE: Election of Replacements for Dr. Gatley on Faculty Committees

Dr. William S. Gatley has taken a leave of absence and it is necessary to elect replacements for him on two standing committees (4.512-Admissions and Academic Standards and 4.519-Personnel). He represented the Academic Council on both committees. Note that his replacements will serve only for the coming academic year.

Enclosed herewith is a roster of the Council showing who is eligible for election to the two committees. Those whose names are crossed out are either already on two standing faculty committees or are officers of the Council. In addition I have indicated with an asterisk those who are on one faculty and one administrative committee (although technically they are eligible). Ex-Officio members are not eligible.

John J. Dahm

JJD/mp
Enclosure
ACADEMIC COUNCIL ROSTER 1972-73

COLLEGE OF ARTS & SCIENCES

B. Ken Robertson - Chemistry
Donald J. Siehr
William H. Webb

Frank G. Walters
Computer Science

James C. Maxwell
Richard D. Rechtien
Geology

Wayne C. Cegeli
Michael D. Patrick
Milo L. Pearson
Humanities

Louis J. Grimm
A. Glen Haddeck
Charles A. Johnson
Mathematics

Otto H. Hill - Chairman
William R. Snow
Wayne E. Tefft
Physics

John J. Dahm
Harry J. Eisenman

James W. Johnson
Chemical Engineering

William A. Andrews
John L. Best already on 4.519
Frank A. Gerig
Sotirios G. Grigoropoulos
Civil Engineering

George McPherson
John S. Pazdera

James H. Tracey - Vice-Chairman

* Roger E. Ziemer
Electrical Engineering

Daniel L. Babcock - Parliamentarian
Ronald L. Carmichael
Engineering Management

Peter G. Hansen
* Karlheinz C. Muhlbauer already on 4.512
Engineering Mechanics

Lyman L. Francis
William S. Gatley
Robert A. Medrow
Ralph E. Schowalter
Mechanical Engineering

SCHOOL OF MINES & METALLURGY

P. Darrell Owney
Ceramics

* Thomas J. O'Keefe
Nicholas Tsoulfanidis
Metallurgical & Nuclear Engineering

A. Herbert Harvey
David A. Summers
Mining, Petroleum & Geological Engineering

Burr R. Van Nostrand
Physical Education

Vernon T. Loesing
Military Science - Army

Madison M. Daily
Military Science - Air Force

EX-OFFICIO MEMBERS ARE NOT ELIGIBLE

Chancellor Merl Baker
Dean of Faculties Dudley Thompson
Dean Grad. School Robert H. McFarland
Dean Engineering J. Stuart Johnson
Dean Mines-Metallurgy Theodore J. Planje
Dean Arts & Sciences Adrian H. Daane

Voting

Dean of Extension G. Edwin Lorey
Registrar Robert B. Lewis
Business Officer Joseph D. Wollard
Librarian Earl J. Randolph
Non-Voting
To: UMR Academic Council

From: Chancellor Merl Baker

Re: Faculty Recommendations Regarding Evaluation of Administrative Offices and Personnel

In the PRESIDENT'S BULLETIN, Vol. 2, No. 5, of December 3, 1971, outlining procedures and guidelines for the evaluation of the performance of the Faculty of the University of Missouri, President Ratchford stated that...

"Procedures will also be developed for regular evaluation of all administrative personnel, including the President. You will be kept advised of steps in this direction."

As Chancellor of the Rolla Campus, it is my responsibility to see that the Faculty and students are provided with those services that are required, within resources available, to assist them in the performance of their duties and the achievement of their educational goals. Such services must be performed efficiently, responsibly and expeditiously by the offices and officers who are delegated authority in these matters. In this period of introspection throughout the University of Missouri, it behooves us all to examine in detail the effectiveness and responsiveness of the administrative offices which we have established to serve us. It is in the interest of the Faculty and the students that they play an active role in this examination and evaluation.

On the basis of these considerations, I should like to request that the Academic Council assist us by providing the following services through one or more of its standing committees:

1. Review the services for which each of the subsequently listed administrative offices are responsible and provide recommendations regarding (a) additions and/or deletions of responsibilities presently delegated to the office, (b) improvements in the administrative procedures presently employed, (c) possible reorganization of various offices through combinations of existing independently administered activities, and (d) staffing
manpower levels which are considered adequate to perform the functions presently or proposed to be delegated. The committee may explore any additional charges that are suggested during the course of the review. It may also seek the assistance of other faculty members with acknowledged management expertise to assist it in the discharge of its duties.

(2) Establish an evaluation form which can subsequently be used on a continuous basis to measure the performance of the administrative officers responsible for each of these service activities. A number of these have been developed over the years by such organizations as the AAUP and others, and these may serve you well as a starting point. Along with the form itself, the committee is invited to propose detailed procedures for implementing the evaluation process.

The committee's response to charge (1) should include a specific and detailed list of the duties and responsibilities of each of the offices. These should be provided initially by the administrative officer in charge. One of the anticipated beneficial effects of the committee's report to the faculty and to the administration will perhaps be a better appreciation of the service demands placed upon each of these offices.

The committee will be able to play a vital role in assisting administrative officers to achieve and maintain faculty confidence in the performance of their duties by their response to charge (2). Only a part of each administrator's effort is devoted to activities which involve direct personal interaction with the faculty; however, it is important that all activities of each office be conducted and published in such a way that responsible faculty members may be assured that any actions taken are designed to maximize the academic mission of the University.

It is understood and appreciated that this task will require considerable time and effort by the members of the appointed committee as well as by the administrative officers of the campus; however, I am convinced that this review is essential if the campus as a whole is to achieve and maintain confidence in the conduct of its academic mission.

I hope that you will agree with my objectives in this important matter.

Thank you

M. 83,

MB/mlc
To: UMR Academic Council

From: Chancellor Merl Baker

RE Faculty Recommendations Regarding Evaluation of Administrative Offices and Personnel

As a follow up to my July 26, 1972 memorandum, reference as indicated above, I would appreciate the Academic Council reviewing the services for the administrative offices indicated as follows:

Admissions and Registrar - Mr. Robert B. Lewis

Alumni Office - Mr. Frank Mackaman

Business Office - Mr. J. D. Wollard

Office of Public Information - Mr. W. Dudley Cress

Student Services - Mr. Paul E. Ponder

College of Arts and Sciences - Dean Adrian H. Daane

Dean of Faculties - Dean Dudley Thompson

Extension and Continuing Education - Dean G. E. Lorey

Graduate School - Dean R. H. McFarland

School of Engineering - Dean J. Stuart Johnson

School of Mines and Metallurgy - Dean T. J. Planje

Center for International Programs - Dr. R. E. Carlile

Counseling Center - Dr. Robert S. Barefield

Computer Center - Professor R. E. Lee

Nuclear Reactor - Dr. D. Ray Edwards

Thank you,

Merl
MEMORANDUM TO: UMR Academic Council

FROM: Rules, Procedures and Agenda Committee

RE: Referral of the Chancellor's Request for Evaluation of Administrative Offices and Personnel

There seem to be two possible ways to go in selecting a central committee to co-ordinate and supervise the evaluation.

Plan A. The Personnel Committee, since its By-law's charge comes closest of the standing committees to the request from the Chancellor, would assume responsibility for Charges 1 and 2 in the memorandum from Chancellor Baker.

Plan B. The Personnel Committee would be responsible for Charge 2 while the Committee of Department Chairmen would be responsible for Charge 1. By bringing the Committee of Department Chairmen in, we would be utilizing a group having closer relationships with many of the offices to be evaluated. It would also distribute the work to a larger and more representative group.

Motions will be made as follows by R. P. & A:

1. To refer Charge 2 to the Personnel Committee

2. To refer Charge 1 to the Personnel Committee with a request to report back to the Council at the September, 1972 meeting with their plans for implementing the review.

3. If Motion 2 fails a motion to refer Charge 1 to the Committee of Department Chairmen with a request to report back to the Council at the September, 1972 meeting with their plans for implementing the review.

4. If Motion 3 fails the Chairman will entertain motions of referral from the floor.

It also seems appropriate to set priorities in terms of the offices to be reviewed. The R. P. & A Committee recommends and will move the following:

Priority I
- College of Arts & Sciences
- School of Engineering
- School of Mines and Metallurgy
- Dean of Faculties
- Graduate School
MEMO TO: UMR Academic Council
August 15, 1972
Page 2

Priority II  Admissions and Registrar
            Business Office
            Extension and Continuing Education

Priority III  Alumni Office
              Office of Public Information
              Student Services
              Center for International Programs
              Counseling Center
              Computer Center
              Nuclear Reactor

For the Committee,

John J. Dahm, Chairman

JJD/mp
MEMORANDUM TO: Dr. Otto Hill  
FROM: Steve Douglas  
SUBJECT: One and Two Year Certificates

Otto, there is an apparent interest in the development of a One Year and a Two Year Certificate Program for our campus. This, of course, needs the guidance and support of the faculty if it is to be of academic value and used.

You are of course aware of the discussion by the Deans relative to this concept and idea. Would you please take this request to the Academic Council for their input, information, and hopefully, their endorsement.

The objective of the Certificate Programs would be:

1. To provide college level training and education.
2. To provide recorded accomplishments in small steps.
3. This would hopefully lead students to the Degree Program.

General Bradley has indicated to Chancellor Baker that the Army requires a certificate for some of its positions and/or promotions. We are, at present, offering courses at Fort Leonard Wood. The Certificate Program would be an incentive for the service man and entice him to attend UMR upon discharge from service.

It would seem feasible to prepare an attractive brochure outlining some suggested programs from the various departments or schools for each of the certificates. These programs could, in general, coincide with courses needed for the first two years of college or similar two year programs offered by Community Colleges.

Dean Thompson has suggested that Bob Lewis and I follow through with you on this particular matter and if you or the committee would like further information, we would be very happy to discuss this with you.

I am attaching copy of Board Policy concerning certificates, and copies of certificates recommended by Dean Thompson and School Deans.

SAD: pf

cc: Dr. Dahm  
Mr. Lewis  
Dean Lorey  
Dean Thompson
12.0202 University diploma.

.01 One form. (Bd. Min. 1-19-68, p. 611). There shall be only one form of diploma used for the University of Missouri on all campuses, with the form to indicate in the date line the campus where the degree is conferred.

.02 Candidates approved. (Bd. Min. 1-13-50, p. 5097).

.0201 Names of candidates for diplomas and any and all certificates shall be presented to and approved by the faculty of the division offering the instruction. In the case of Fire Training and any other instruction program off the campus not offered under some resident faculty, names of candidates are to be submitted to and approved by the Administrative Committee on Adult Education and Extension Service.

.0202 Names of candidates recommended by Faculties or by the Committee on Adult Education and Extension Service are to be presented to the Board for approval.

.0203 Certificates and diplomas are to be prepared and engrossed by the Office of the Director of Admissions and presented to the Secretary of the University for signature, after the other proper officials, if any, have signed.

.0204 Certificates and diplomas shall be distributed by the Director of Admissions who shall make and keep an official record of the instruction given and the certificate or diploma awarded therefor.

.03 Certificates. (Bd. Min. 2-12-66, p. 31,295).

.0301 Certificates and diplomas awarded on the basis of academic credit granted shall be prepared, issued and distributed by the Director of Admissions or Registrar of each campus, who shall make and keep an official record of the instruction given and certificate or diploma awarded. The term "certificate" as used herein refers to documents attesting completion of non-degree programs, and the term "diploma" as used herein refers to documents issued to substantiate conferral of degrees.

.0302 Certificates may also be awarded on the basis of participation in or satisfactory completion of Extension Division Educational conferences, short courses, or non-credit courses of sixteen (16) or more clock hours in length, which certificates shall be issued by the Chancellor upon the recommendation of the Dean or Director of Extension on each campus, who shall be responsible for forwarding to the Director of Admissions or Registrar a roster of certificate recipients with the date and title of the activity and description of instruction. The Director of Admissions or Registrar shall keep this information as a part of the permanent records.

.0303 The certificates referred to in Paragraph 0302 hereof shall be uniform throughout the system and follow the format approved for diplomas and shall be signed by University officials authorized by the Chancellor.

.0304 A fee may be charged for issuing a transcript or duplicate certificate.

.04 Duplicates, Kansas City. (Bd. Min. 12-7-63, p. 24,072). Holders of diplomas from the University of Kansas City may, when a replacement is needed, be issued a duplicate diploma of the University of Missouri at Kansas City with the notation "replacement for diploma of year 19_" written on the diploma, and that an appropriate fee be charged to cover the cost of the replacement.
Hereby Certify That

has completed 2 YEARS ACADEMIC STUDY

approved

at the University of Missouri - Rolla

and is presented this

Certificate of Completion

In Witness Whereof this certificate is awarded

at Rolla, Missouri, DATE

[Signatures]

CHANCELLOR, UNIVERSITY OF MISSOURI - ROLLA

LOCAL DIRECTOR OF INSTITUTE
September 14, 1972

TO: University of Missouri-Rolla FACULTY

RE: AGENDA for Academic Council Meeting; Thursday, September 21, 1972; 1:30pm; G-5 Humanities-Social Sciences Building

I. Approval of Minutes of meeting of August 24, 1972 (Vol. II, #1).

II. Unfinished Business: none.

III. Reports of Administrative responses to actions approved by the Academic Council: (See attachments)
   A. Research Policy Committee design—October 21, 1971; I,3.8. (Dean R. D. Farland)
   B. Resolution on actuarial study of graduated vesting of retiree benefits—April 13, 1972; I,9.1. (Dean Thompson)
   C. Resolution on mailing parking decals—August 24, 1972; I, 1.10. (Chief Kelly L. Gibbons, University Police)

IV. Reports of Standing or Special Committees
   A. 4.511 Academic Freedom
      1. Reconsideration of Student Conduct Resolution of February 24, 1972—I, 10/I,7.2. (Charles Johnson)
   B. 4.512 Admissions and Academic Standards
      1. Transfer of credit and grades among UM campuses—I,10.
      2. Proposal for granting certificates of academic accomplishment—I, 1.10. (Karl Munlbauer)
   C. 4.516 Curricula
      1. Course additions and changes: Report 1, 1972-73. See attachment. (Jim Johnson)
   D. 4.518 Library
      1. Report on implementation of policy on distribution of library funds—I, 2.4. (Mike Patrick)
   E. 4.519 Personnel
      1. Implementation plan for evaluation of Administrative personnel—II, 1.7. (Larry Veart)
   F. 4.521 Rules, Procedures & Agenda
      3. Report on By-laws amendments through General Faculty meeting of September 12, 1972—II, 1.3. (Bill Andrews)
   G. 4.522 Student Affairs
      1. Revision of MANUAL OF INFORMATION to include scheduling advising features for students and faculty—II, 1.1.
      2. New and reactivated campus organizations constitutions. See attachments. (Bob Medrow)

V. New Business
   A. Resolution on location of University automobiles in the vicinity of Parker Hall. (Lon Pearson) Attachment.
   B. Resolution on alleviation of certain Campus parking problems. (Ken Robertson)
   C. Announcements from the floor.

Lance Williams, Secretary
Academic Council
Otto Hill, Chairman, called the meeting to order at 1:35pm in G-5 of the Humanities-Social Sciences Building.

The minutes of the meeting of August 24, 1972 (Vol. II, #1) were approved as distributed.

The following responses to previous actions of the Academic Council were provided by those administratively responsible:

Dean Robert McFarland reported on the design of the Research Policy Committee. Re: Disposition of pre-By-laws committees (I, 3.8). On Louis Grimm's motion, accepted 14 to 9 with 11 recorded abstentions, the report was continued to next month with the suggestion by Grimm that six members of the graduate faculty be on the Committee, rather than four members of the Graduate Council.

The actuarial study and other information regarding graduated vesting of retirement benefits has not been completed. Re: graduated vesting resolution (I, 9.1). The report was deferred to next month's meeting.

The Chair noted the response from Chief Kelly Gibbons regarding the mailing of parking decals. Re: II, 1.10. Herbert Harvey moved the Academic Council respectively request the Chancellor to direct the Traffic Safety Office to send by Campus Mail the parking permit decals to faculty and staff. Joe Wollard indicated basic agreement with Kelly Gibbons' reasons for rejecting the original motion particularly the possibility that the decals might be lost in the mails. Although no figures on how many have been lost in previous years were provided. The point was made by Wollard that a system of payroll deduction combined with mailing of decals would be an ideal resolution of the situation. Glen Haddock considered the new motion to be a mute point since the deadline for stickers to be on bumpers is the end of September (October 2). The cost in hours lost picking up decals will be considerable when involving roughly 800 people. Finally, the rhetorical question of who serves who was injected: staff--students and faculty, faculty and staff--students, or students and faculty--staff. The resolution from Harvey passed.

The following Standing Committee reports were presented, and actions taken:

4.5.11 Academic Freedom. Charles Johnson noted the Committee had met to consider the Student Conduct Resolution passed in February (I, 7.2) and was asking for legal clarification of the distinction between "suspend" and "dismiss", particularly as it affects the question of a student's physical presence in a class. The Committee is still to report on the referral.

4.5.12 Admissions and Academic Standards. Karl Muhlbaier introduced the material from the Committee on the transfer of credit and grades among UM campuses and the proposal to grant certificates of academic accomplishment. Dan Babcock moved postponement of the first until the October meeting due to its length and the short notice provided. Passed. After discussion of the issue of certificates in which Muhlbaier noted the intention of the Committee to have legal counsel verify their viability and comments from Dean Ed Lorey regarding the distinction between a Registrar's certificate where credit is given and a Chancellor's where no credit is earned, John Dahm moved postponement until October. Passed.

4.5.16 Curricula. Jim Johnson reported for the Committee. He asked that requests for course additions be accompanied by deletions where possible in order to justify new courses. He reminded the Council that a UM numbering system was in the offing. Dean Stuart Johnson moved the Council go on record as favoring a new system where 1-99=remedial, 100-299=Freshman-Sophomore, 300-499=Junior-Senior, 500-599=Intermediate Graduate, and 600-699=Advanced Graduate. The motion carried.
The following course additions and changes were accepted and adopted. New Courses: Chemical Engineering 200 (Co-operative Engineering Training), Civil Engineering 200 (Co-operative Engineering Training), Electrical Engineering 61 (Fundamentals I), Electrical Engineering 63 (Fundamentals II), Electrical Engineering 200 (Co-operative Engineering Training), Engineering Management 351 (Product Distribution Management), English 160 (Technical Writing), Geology 205 (The Geologic History of Missouri), Mechanical Engineering 343 (Photographic Systems for Engineering Applications), Nuclear Engineering 321 (Nuclear Power Plant Design), Nuclear Engineering 461 (Theory of Controlled Thermonuclear Devices).

Course Changes: Aerospace Engineering 437 (prerequisites, catalog description), Chemical Engineering 333 (course title, catalog description), Civil Engineering 116 (prerequisites, course number), Civil Engineering 200 (course number), Civil Engineering 218 (prerequisites), Electrical Engineering 31 (delete), Electrical Engineering 178 (delete), Electrical Engineering 265 (credit hours, prerequisites, catalog description), Engineering Management 301 (prerequisites), Engineering Management 466 (prerequisites, course title, catalog description, course number), Geology 411 (course title, catalog description), Geology 429 (course title, catalog description), Geology 442 (delete), Geology 480 (catalog description), Mechanical Engineering 423 (prerequisites, course title, catalog description), Mechanical Engineering 431 (prerequisites), Mechanical Engineering 439 (prerequisites, catalog description), Mechanical Engineering 437 (prerequisites).

4.518 Library. Mike Patrick reported the implementation of the Committee's plan for distribution of library book funds. Librarian Earl Randolph will request each department chairman designate one faculty member as overseer of the book purchasing operation for the department.

4.519 Personnel. Harry Weart as Committee Chairman reported on the charge from the Council to implement evaluation of administrative offices (II, 1.7). He indicated the Committee did not consider an evaluation of the individual in an administrative office as part of the charges and the Chancellor's office would be reviewed as a Priority I office. The Committee has asked the administrative officers to provide information regarding their office's functions and responsibilities by October 3, 1972. The Committee has assigned to the following committees the task of reviewing the performance and functions of the offices with reports due February 1, 1973: Admissions and Academic Standards--Admissions and Registrar, Honorary Degrees--Alumni Office, Budgetary Affairs--Business Office, Publications--Office of Public Information, Student Affairs--Student Services, Ad hoc, elected--College of Arts and Science, Academic Freedom--Dean of Faculties, Ad hoc, appointed--Extension and Continuing Education, Graduate Council--Graduate School, Ad hoc, elected--School of Engineering, Ad hoc, elected--School of Mines and Metallurgy, Ad hoc, appointed--Center for International Programs, Student Scholaristic Performance--Counseling Center, Computer--Computer Center, Ad hoc, appointed--Nuclear Reactor, Liaison--Chancellor's Office. The Committee will review all reports above mentioned, consider reorganization, addition and/or deletion of responsibilities and staff and report to the Academic Council by April 26, 1973. The Committee will also develop a method and an instrument for evaluating administrative personnel by April 26, 1973.

4.521 Rules, Procedures and Agenda. Bill Andrews reported on the two By-laws revisions (4.130 and 4.533.2) referred to the Committee on August 24, 1972--II, 1.4 &.5. The Committee eliminated the last clause of the last sentence of 4.130. The Traffic Safety Committee composition (4.533.2) was not altered since it conformed to Curators rules. Both revisions were presented to the General Faculty with the prescribed signatures of twenty faculty members. It was the opinion of the members of the committee that elected faculty on Traffic Safety Committee can be guaranteed by requesting the Chancellor honor such a selection method, and appealing to the Board of Curators to revise their regulations. Andrews noted the vote on all By-laws amendments will be reported in the DIGEST of October 5, 1972. He also announced the eminent publication of all Committee's membership, chairmanship, etc. The Budget, Faculty Conduct, and Continuing Education and Extension Committee's Chairman had yet to be selected.

4.522 Student Affairs. Bob Medrow reported the Committee has made no progress on the revision of the MANUAL OF INFORMATION to include scheduling/advising features for students and faculty (II, 1.1). Medrow moved approval of the
II,2.4 constitutions--Greenhouse, UMR Chapter of College Young Democrats, and Vietnam Association at the University of Missouri-Rolla. Approved.

Lon Pearson referencing the inconvenience, especially for faculty who walk to work, of picking up staff cars at General Services, RESOLVED, That the Business Officer arrange to have automobiles available to staff members in the vicinity of Parker Hall. Joe Wollard expressed concern over the servicing of the cars if located that distance from the garage and pointed out the continued construction in the vicinity of Parker Hall. The resolution passed.

Ken Robertson was not present in order that he could present a resolution on alleviation of certain campus parking problems. Lon Pearson suggested University police personnel were remiss in parking their official vehicles in such a high demand lot as number 1 while attending a class (wearing their guns and holsters) and reportedly in personal use of University vehicles. No resolution on the subject was presented.

Jim Tracey reminded members of the need to put in writing and have distributed beforehand resolutions, amendments, or data for the Council's consideration.

The meeting was adjourned at 2:50pm.

Respectfully submitted

Lance Williams, Secretary
September 26, 1972

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED
September 5, 1972

To: Academic Council Members

Re: Establishment of the Research Policy Committee (I.3.8)

In response to the October 21, 1971 request of the Academic Council that the Graduate School design a Research Policy Committee I am pleased to offer the following:

4.614.1 This committee is authorized and established by the Chancellor following a recommendation of the Academic Council and further implementation recommendations by the Graduate Council representing the Graduate faculty to:
(1) evaluate and propose general policies relative to the scope of UMR research activities, (2) recommend procedures for promoting research and other scholarly activities, (3) assume responsibilities for collecting, evaluating, and disseminating information relative to the improvement of and use of UMR's research capabilities.

4.614.2 The committee is organized as one of five standing committees of the Graduate faculty. The committee membership includes four members chosen by and from the Graduate Council, three members from the Directors of the Research Centers, and the Graduate Dean. The research fiscal officer and coordinator will serve as staff support. The committee will establish its own internal structure.

Respectfully submitted

Robert E. McFarland, Dean
Graduate School

[Handwritten notes: continued, 9-21-72]
TO: Lance Williams, Secretary  
Academic Council

FROM: Chief Kelly E. Gibbons  
University Police

REGARDING: Academic Council Resolution

Reference is made to your memo dated September 1, 1972, and to memo from this office to Business Officer dated September 5, 1972, a courtesy copy of which was forwarded to your office.

This department, unfortunately, cannot accept the recommendation of the Academic Council that parking permit decals be mailed to purchasers.

Based on the rationale provided in this department's September 6, 1972, memo to the Business Officer, the procedures currently in effect, requiring that decals be paid for and picked up at this department will remain in effect.

You may rest assured that if in the future the situation changes so as to allow parking permit transactions by mail, this department will adopt such a procedure.

Your interest in the operation of the department is appreciated.

KEG/JPO: bh

cc: Dean Dudley Thompson  
Mr. Joseph D. Wollard

SERVICE-PROTECTION-SAFETY
TO: Mr. Joseph D. Wollard  
   Business Officer  

FROM: Chief Kelly E. Gibbons  
       University Police  

REGARDING: Academic Council Resolution  

The attached memorandum announces a resolution approved by the Academic Council and requires response from this department. The Council neither requested nor received input from the University Police prior to approval of the resolution.

Mailing of the 1972-73 parking permit decals to purchasers is not feasible.

1. The department has not budgeted for the $45.00 required to mail decals to students and others who cannot be reached by campus mail.

2. The department is clerically understaffed for the present workload. The envelope stuffing and other work involved in the process of issuing a possible 2400 permits by mail would require additional clerical personnel.

3. The confusion which took place last year, when decals were mailed to faculty and staff, required re-issue of decals which were "lost" in campus mail or misplaced by the various departments. These problems will be alleviated if individuals purchasing decals pick them up at this department.

4. The department can accept no responsibility for parking fees or decals lost in the mail should the practice of mailing decals be required of this department.

Based on the above rationale, the department chooses to retain the procedure previously announced, whereby personnel purchasing parking permits pay fees and pick up decals at the University Police Department.

Your comments on the resolution and this reply, and your recommendations for further action, if any, are requested.

cc: Dean Dudley Thompson  
    Lance Williams  

Response approved by Joe Wollard, 9/12/72 via Telephone: Lance Williams, Sec. AC
September 19, 1972

MEMORANDUM TO: Members, Academic Council
FROM: Admissions and Academic Standards Committee

Recommendation: That the following transfer policy be adopted. This policy is in agreement with the procedures now followed by the Registrar's Office.

TRANSFER POLICY

1. All course credits, grades earned, and cumulative grade points of a transfer student will be transferred. Each course will, however, be evaluated for application to specific requirements in a degree and major field. Any requirements not fulfilled in a degree or major field must be completed, even if they are lower division courses. An undergraduate student may be granted an earned degree only if he completes the last 30 hours of course work required for that degree in residence at UMR. However, with prior approval of the department chairman, up to 10 of the final 40 hours required for earning an undergraduate degree may be transferred from another campus of the University of Missouri or another college or university. An exception to this regulation may be made only upon the recommendation of the chairman of the student's major department and approval by the dean of his school or college.

a. Credits: semester hours will be accepted for semester hours. Quarter hours will be counted as 2/3 semester hours, e.g. three quarter hours = two semester hours.

b. Grades: An A will be transferred as an A, a B as a B, a C as a C, a D as a D, and an F as an F. Grades of F will not be accepted toward graduation but will be included in the computation of the student's cumulative grade point. Departmental advisors may require a student to repeat a course with a grade of D.

c. Cumulative Grade Points: all course grades earned at other institutions will be used to compute the cumulative grade point of a transfer student. Computation will be made in the following way;

\[
\begin{align*}
A &= 4 \text{ grade points} \times \text{credit hours} \\
B &= 3 \text{ grade points} \times \text{credit hours} \\
C &= 2 \text{ grade points} \times \text{credit hours} \\
D &= 1 \text{ grade points} \times \text{credit hours} \\
F &= 0 \text{ grade points} \times \text{credit hours}
\end{align*}
\]

\[
\text{Total grade points} = \frac{\text{Total grade points}}{\text{Total credit hours}} = \text{Cumulative grade points average}
\]
This cumulative grade point will be used to compute a student's eligibility for an Honors Degree.

2. A student with an Associate of Arts degree (AA) from an accredited institution seeking to transfer to UMR will be accepted in junior standing; all credits, courses, and grade points will be transferred. Each course will, however, be evaluated for application to specific requirements in a degree and major field. Any requirements not fulfilled in a degree or major field must be completed, even if they are lower division courses.

3. Special students who do not have the full number of entrance units may be admitted under the following provisions:
   a. They shall demonstrate their fitness to pursue profitably all the subjects selected by them. Fitness may be demonstrated by 1) passing the appropriate entrance examinations or 2) presenting a transcript of course work completed at other institutions. Transcripts of special students, however, will not be evaluated for application to specific requirements in a degree and major field.
   b. They shall not be candidates for a degree.

4. Students with poor scholastic records seeking to transfer to UMR will be accepted on scholastic probation under the following provisions:
   a. They shall show cause for their previous record and their fitness to pursue profitably all the subjects selected by them. The departmental adviser shall evaluate the student's statement of cause and fitness for further study and shall present written approval to the registrar for a student to be admitted on scholastic probation.
   b. They shall be placed on scholastic probation governed by the rules for "Unsatisfactory Work" listed in the Manual of Information.
MEMORANDUM TO: Members, Academic Council

FROM: Admissions and Academic Standards Committee

RE: II, 1.9. Certificate Implementation

Recommendation #1: That the following plan for implementing certificates be adopted:

Certificates shall only be awarded for non-degree programs. Only students not seeking a degree and students leaving school shall be eligible for certificates. A certificate shall be awarded only upon request.

There shall be two categories of certificates:

1. Certificates of 1 or 2 years of "General Academic Study" at UMR. The award of these certificates shall be based on the successful completion of a minimum number of credit hours as recommended by the UMR curricula committee and approved by the Academic Council.

2. Certificates of 1 or 2 years of "Academic Study" at UMR in the College of Arts and Sciences, the School of Engineering, and the School of Mines and Metallurgy. The award of these certificates shall be based on the successful completion of a minimum number of credit hours from a list of courses recommended by the individual college or school curricula committees and approved by the UMR curricula committee and the Academic Council. (For example, the School of Engineering might award a Certificate of Technology or the College of Arts and Sciences might award of Certificate of Liberal Arts.)

The Registrar shall, at the close of each semester, prepare a list of candidates requesting certificates and submit it to the Academic Council for approval.

All certificates shall be prepared and distributed by the Registrar. Certificates of category #1 shall be signed by the Chancellor and by the Registrar. Certificates of category #2 shall be signed by the Chancellor, the Dean of the college or school granting the certificate, and by the Registrar.

Recommendation #2: That, if the above plan for implementation is adopted, the Academic Council request U-wide judgment on the legality of awarding such certificates.
MEMO TO: UMR Academic Council

FROM: Academic Council Curricula Committee

Re Committee Report (No. 1, 72-73)

The following course additions and changes have been received and considered by the ACCC. The committee recommends that they be approved.

1. Aerospace Engineering 437, Rarefied Gas Dynamics, change of prerequisites (ME 437 to ME 331 or equivalent), catalog description.
2. Chemical Engineering 200, Co-operative Engineering Training, new course.
5. Civil Engineering 200, Special Problems, change of course number (CE 200 to CE 202).
6. Civil Engineering 200, Co-operative Engineering Training, new course.
7. Civil Engineering 218, Structural Analysis, change of prerequisites (Preceded or accompanied by EM 110 to EM 110).
13. Electrical Engineering 265, Circuit Analysis I, change of credit hours (Lect 5 to Lect 3), prerequisites (EE 31, Math 201 & 257 to EE 63, Math 201), catalog description.
14. Engineering Management 301, Advanced Engineering Economy, change of prerequisites (Mgt 201 to Mgt 201 or consent of dept.).
16. Engineering Management 466, Marketing Research, change of prerequisites (Mgt 451 to Mgt 251 or consent of instr), course title, catalog description, course number (Mgt 466 to Mgt 366).
17. English 160, Technical Writing, new course.
20. Geology 424, Mesozoic and Cenozoic Stratigraphy, deletion.
22. Geology 442, Glaciology and Glacial Geology, deletion.
23. Geology 480, Geotectonics, change of catalog description.
25. Mechanical Engineering 345, Applications of Optics in Mechanical Engineering, new course.
26. Mechanical Engineering 423, Boundary Layer Theory, change of prerequisites (ME 231 or equivalent to ME 331 or equivalent), course title, catalog description.
27. Mechanical Engineering 431, Gas Dynamics I, change of prerequisites (ME 231 or equivalent to ME 331 or equivalent).
28. Mechanical Engineering 439, Physical Gas Dynamics II, change of prerequisites (ME 437 or equivalent to ME 331 or equivalent), catalog description.
29. Mechanical Engineering 437, Physical Gas Dynamics I, change of prerequisites (ME 431 or equivalent to ME 331 or equivalent).
31. Nuclear Engineering 461, Theory of Controlled Thermonuclear Devices, new course.

Respectfully submitted,

James W. Johnson
AC rep on ACCC
Memo To: UMR Academic Council

From: Personnel Committee

Re: Preliminary plan for evaluation of (1) administrative offices and (2) administrative personnel

The Committee's overall plan includes the following major steps:

A. For charge 1 -
   1. collecting information regarding their functions and responsibilities from administrative offices - to be provided by the officer in charge; due the Committee October 3.
   2. review of the performance of the functions by review committees (see attached list) - committees to be established by November 1, reports due the Committee February 1, 1973.

B. For charge 2 -
   1. develop the method and instrument for evaluating administrative personnel - to be completed by April 26, 1973.

H. Weart
Chairman

HWW/mrw
Encl.
cc: O. Hill
Personnel Comm.

9/21/72
## Review Committees for Evaluation of Administrative Offices

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<td>Ad hoc, appointed</td>
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<td>Chancellor's Office</td>
<td>Liaison</td>
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9/21/72
CONSTITUTION OF GREENHOUSE

ARTICLE I. NAME
The name of the organization will be Greenhouse.

ARTICLE II. PURPOSE
The purpose of the organization is to plan and promote the Greenhouse coffeehouse and its activities.

ARTICLE III. MEMBERS
A. Regular members must be students, faculty, or staff at the University of Missouri at Rolla.
B. When permitted by the University, members of the local community may be designated special members and delegated all rights and privileges allowed by University rules.
C. Prospective new members will be accepted upon consent of the majority of existing members.
D. A faculty advisor will be appointed for a term of one school year.

ARTICLE IV. OFFICERS
A. The officers will be the Chairman, the secretary-treasurer, the publicity director, the program director, and the properties manager.
B. The duties of the officers are as follows:
   1. The chairman will conduct the meetings of Greenhouse and be responsible for the general overseeing and coordination of Greenhouse activities.
   2. The secretary-treasurer will keep records of Greenhouse finances
COLLEGE YOUNG DEMOCRATS
CONSTITUTION

Article 1. Name

The name of this organization shall be the University of Missouri at Rolla Chapter of the College Young Democrats, hereinafter referred to as the "Club."

Article 2. Purposes

Section 1. To provide the student body the means for getting practical political education.

Section 2. To develop all Young Democrats on this campus into an intelligent, active, and cooperative Democratic group.

Section 3. To provide through its organization a means to encourage participation in the activities of the Democratic Party.

Section 4. To promote in every honorable way the platform and candidates of the Democratic Party.

Article 3. Membership

Section 1. Any duly registered student in good standing at the University of Missouri at Rolla intending to subscribe to the above set of purposes and to generally support the candidates of the Democratic Party is eligible for membership.

Section 2. Any member may be suspended or expelled from membership in the club by a full vote of the entire Executive Board, after an opportunity is given for a hearing before said committee, for conduct or declarations to the contrary of the constitution of this club. An appeal by said member may be presented at the next regular meeting of the Club, and said appeal must be ratified by two-thirds of the members present in order to overrule the Executive Board.

Section 3. A member to be eligible to participate in voting at a meeting must be paid up on or before the previous Club meeting.

Section 4. Each active member is entitled to one vote.

Article 4. Advisor

The advisor shall be chosen by a general approval of the Executive Board from the ranks of the faculty to serve a period of one year. The appointment of the said advisor must be ratified by the general approval of the Club.
CONSTITUTION
VIETNAM ASSOCIATION
AT
THE UNIVERSITY OF MISSOURI-ROLLA

ARTICLE I
Name
The official name of the association is THE VIETNAM ASSOCIATION AT
THE UNIVERSITY OF MISSOURI - ROLLA.

ARTICLE II
Purpose
The purpose of the Vietnam Association is to establish and maintain
friendly relations between all Vietnamese students of the University of
Missouri-Rolla and to create one suitable organization for cultural,
educational, social and sports activities.

ARTICLE III
The Vietnam Association at UMR is an independent and unified association.
Sovereignty resides in the whole body of members.

ARTICLE IV
SECTION 1. The Vietnam Association recognizes and guarantees the basic
rights of every member.
SECTION 2. Any student in good standing at the University of Missouri -
Rolla has the right to become a member.

ARTICLE V
The Vietnam Association shall try to serve the interest of the
Vietnamese students and faculty at UMR and other Vietnamese students anywhere.

ARTICLE VI
The Vietnam Association is governed by an Executive Committee. This
committee must consider the wishes of all members in carrying out all
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SECTION 1. Members shall be of three classes: honorary, regular and associate.

SECTION 2. An honorary member shall be any person connected with the University of Missouri - Rolla whom the organization wishes to honor due to his proven interest in and respect for the organization. Honorary members must be selected by a two-thirds vote of the regular members present at any regular meeting.

SECTION 3. An associate member shall be any member of the school staff who is not a student but who desires to participate in and further the purpose of the Vietnam Association and who has paid his dues.

SECTION 4. A regular member shall be any student in good standing who has indicated his interest in the objectives of the organization and who has paid his dues.

ARTICLE VIII
Rights and Responsibilities of Members

SECTION 1. Any regular member is eligible for any of the offices. Any regular member has the right to vote.

SECTION 2. A member may not be removed without the recommendation of the Executive Committee or one-third of the regular members and without the approval of three-fourths vote of the regular members present and voting at a regular meeting.

SECTION 3. The members of the Vietnam Association must always enhance the solidarity between each other.

SECTION 4. The members always serve for the interest of the organization and participate in the activities of the organization.

ARTICLE IX
Officers, Their Election and Their Duties

SECTION 1. The Executive Committee of the organization includes five officers.
-- A President
-- A Secretary General
-- A Treasurer
-- A Director of Social and Cultural Activities
-- A Director of Sports and Travel
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WHEREAS, last year construction on Parker Hall and Fulton Hall required that staff pick up university vehicles at the General Services Building, this construction now having been completed, freeing spaces at Parker and Fulton Halls,

WHEREAS, inconveniences are caused to staff who have to pick up keys at Parker Hall and automobiles at General Services,

WHEREAS, several staff members walk to campus and do not have transportation to the General Services area,

RESOLVED, that the Business Officer arrange to have automobiles available to staff members in the vicinity of Parker Hall.

Lon Pearson
Wayne Cogoll
Michael Patrick
P. Darrell Ownby
Lance Williams
October 12, 1972

To: University of Missouri-Pollard FACULTY

Re: AGENDA for Academic Council meeting; Thursday, October 19, 1972; 1:30 PM; G-5 Humanities-Social Sciences Building

I. Approval of Minutes of Meeting of September 21, 1972 (Vol. II, #2)

II. Unfinished Business: none.

III. Reports of Administrative responses to actions approved by the Academic Council:

A. Research Policy Committee design--October 21, 1971; I, 3.8--carried over from II, 2.**
   (Dean McFarland)

B. Resolution on actuarial study of graduated vesting of retirement benefits--April 13, 1972; I, 3.1.
   (Dean Thompson)

C. Resolution requesting the Chancellor direct that parking decals be mailed--September 21, 1972; II, 2.1.**
   (Dean Thompson)

D. Resolution on availability of University automobiles for staff use in the vicinity of Parker Hall--September 21, 1972; II, 2.5.
   (Joe Volland)

IV. Reports of Standing or Special Committees:

A. 4.511 Academic Freedom
   1. Reconsideration of Student Conduct Resolution of February 24, 1972--I, 10/7, 2.*
      (Charles Johnson)

B. 4.512 Admissions and Academic Standards
   1. Transfer of credit and grades among UM campuses--I, 10.**
   2. Proposal for granting certificates of academic accomplishment--II, 1.10.**
      (Karl Piehlbauer)

C. 4.513 Assemblies, Programs & Public Occasions
   1. General report, with resolutions, on programs, calendar, and sub-committee membership--I, 10.2.**
      (Gabe Skitek)
      a. 1974-75 Calendar--
      b. 1974-75 Calendar--
      (Bob Carlile)

D. 4.515 Computer
   1. Computer Budgeting and Centralization.**
   2. Resolution on above.**
      (Jim Tracey)

E. Curricula
   1. Course additions and changes: Report 2, 1972-73.**
      (Jim Johnson)

F. 4.521 Rules, Procedures & Agenda
   1. Results of By-laws amendments vot--II, 1.3.4.5.
   2. Status of committee lists.
      (Tom O'Keefe)

G. 4.522 Student Affairs
   1. Revision of ANNUAL OF INFORMATION to include scheduling/advising features for students and faculty--II, 1.1.
   2. New campus organizations constitutions.**
   3. Resolution on student organizations' leadership lists.**
      (Bob Metrow)

H. 4.531 Athletics
   1. Faculty use of Multi-purpose building facilities. (Ken Nace)

V. New Business:

A. Resolution from the Rules, Procedures & Agenda Committee on Policy Memoranda.**
   (Ralph Schowalter)

B. Announcements from the floor.

Lance Williams, Secretary

II, 3

ACADEMIC COUNCIL

**Indicates attachments provided all members of the Council.
Otto Hill, Chairman, called the meeting to order at 1:35PM in G-5 of the Humanities-Social Sciences Building.

The minutes of the meeting of September 21, 1972 (Vol. II, #2) were approved as distributed.

Jim Wrobleski, Chemistry, and Mike Hardie, Civil Engineering, were introduced as the new representatives of the Association of Graduate Students.

The Secretary noted the collections of material, "Academic Council, 1971-72", "Faculty Standing Committees, 1971-72" have been bound and are available from the Reserved Shelf at the Circulation Desk of the library.

The following responses to previous actions of the Academic Council were provided by those administratively responsible:

Dean Robert McFarland again reported on the design of the Research Policy Committee. Re: Disposition of pre-By-laws committees (1,3.8). Louis Grimm indicated discussion with Dean McFarland had satisfied his earlier objections, therefore, he wished to withdraw his previous recommendation. The report was accepted.

Dean Dudley Thompson indicated some information was available regarding actuarial figures on vesting retirement benefits. Re: graduated vesting resolution (1,9.1). Jim Pogue, UMR representative on the UM Retirement and Staff Benefits Committee, reported the following: The present funds in the retirement program amount to between $35,000,000 and $40,000,000. The interest from these funds easily meets the present annual benefit pay-out which amounts to about $1,000,000. The fund is expected, at present coverage and vesting period, to be fully, actuarially sound by the year 2000 A.D. The actuary has concluded that to provide full vesting at five years with no derivative benefits would necessitate an additional annual expenditure of $520,900; with derivative benefits $1,050,000, and graduated 5-10 year vesting with derivative benefits, $500,000. When ten year vesting was inaugurated five year vesting was rejected. The University committee also took the same position in May, 1972. The Chairman ruled the report should be carried over since the information requested in the original action (a full detailed report) had not been distributed. Individuals who have suggestions or other questions were urged to contact Thompson or Pogue.

The decal mailing resolution (II,2.1) has been sent to the Security and Traffic Committee. Dean Thompson reported that Efton Park, Chairman, has indicated the committee will devise a method and policy to meet the request. The final report, carried over, will be given by Thompson.

Joe Wollard indicated he would seek a method of providing University vehicles near the Parker Hall parking area (II,2.5) when the mall construction has been completed. The final report was carried over.

The following Standing Committee reports were presented, and actions taken:

4.511 Academic Freedom. Charles Johnson reported that the Committee had pursued the question of student dismissal for misconduct with Paul Ponder and the Student Personnel Officers. The situation at present does not permit dismissal for excessive absences or unacceptable academic performance. A student, however, can be suspended indefinitely for misconduct once written notice has been given to the Student Personnel Office by the instructor. The committee will provide procedural recommendations for the aforementioned process.

4.512 Admissions and Academic Standards. Karl Muhlbauer re-introduced the transfer policy and certificates reports. The transfer question had been referred to the committee as a question of intra-campus transfer policies. The committee report is a complete transfer policy and does not distinguish between transfer students within the system, and others. The recommendations were adopted. In response to questions and examples raised, Muhlbauer agreed to have the committee

II.3
consider the question of a transfer student graduating without having maintained a 2.00 GPA at UMR. The committee's recommendations on certificates were adopted. Certificates shall only be awarded for non-degree programs. Only students not seeking a degree and students leaving school shall be eligible for certificates. A certificate shall be awarded only upon request. Certificates will be of two varieties: 'General Academic Study'-- 1 or 2 years with a minimum number of hours (not specified courses) as recommended by the Curricula Committee and approved by the Council; 'Academic Study' -- minimum hours completed from a list recommended by the College and Schools, approved by the Curricula Committee and the Council. The Registrar will submit the requested certificate list to the Council each semester. Muhlauer also moved That, the Academic Council request U-wide judgment on the legality of awarding such certificates.

Passed. The Secretary was instructed to write legal counsel for a ruling.

4.513 Assemblies, Programs & Public Occasions. Gabe Skitek reported on a number of recommendations from the committee. John Dahm moved, That our present University Day (National Merit included) be separated into two separate events at separate dates, starting in the 1973-74 school year.

Passed 23 to 13. Dahm then moved the committee's recommendations for event dates, 1973-74 and they were approved: Parents' Day--October 13, 1973; Homecoming--October 26-27, 1973 (Central Missouri State football game); University day--November 10, 1973; National Merit Day--November 17, 1973; Challenge '74--contingent upon success of Challenge '73; Science and Engineering Fair--April 5-6, 1974. The Council also approved March 10, 1973 as the date for Challenge '73. Bob Carlile reported the calendar proposed for 1974-75. After questions were raised regarding the loss of a Saturday class due to a reading day on December 14, 1974, having graduation on the Sunday before the end of the semester--again because of the proximity to Christmas--and the early starting date for the Spring semester--to permit early summer exit; the calendar was adopted. Skitek noted that Gordon Lewis had replaced Bill Gatley and would serve as Chairman of the National Merit phase of University Day, Richard Miller is the new Chairman of Challenge '73, and D. H. Erkiletian and John Amos have been added to the Science and Engineering Fair sub-committee.

4.515 Computer. Jim Tracey presented a report on budgeting and centralization, and moved its acceptance. The report notes the loss of considerable funds for computer operations and urges users work closely with members of the committee.

"The latest plan for University-wide computer centralization proposes that by October 1973 a single computer, an IBM 370/168 located at Columbia, will be the only major computer in the system. All users are to be networked to this single machine. The plan for UMR involves networking our 360/50 to Columbia in December 1972, followed by removal of the UMR Model 50 in July 1973. The Model 50 would probably be replaced by terminal equipment supporting card readers and line printers."

The committee opposes removing the Model 50 since no logical justification has been given, and since insufficient information or substitute equipment exists for such things as the cost of terminal equipment, the applications possible, and the costs for communication facilities to Columbia. The removal is contrary to studies by the committee, McDonnell Douglas and other outside consultants. The Council members received a copy of the reaction of the V-P for Research, A. H. Emmons, and a report from Otto Hill on the discussion at the Board meeting of October 13th wherein Ted McNeal of the Curators raised the issue of cost savings vs. services to be provided. Hill also noted that the directive, from the Board to Emmons, to centralize computing remains. Tracey emphasized the committee's desire to have complete review of all possible plans. The report was accepted and the Council voted unanimously to approve the following resolution to be forwarded to the Board by Chancellor Baker:

RESOLVED, That the University of Missouri Board of Curators is respectfully requested by the University of Missouri-Rolla Academic Council to withhold any decision regarding the future of the UMR 360/50 until a thorough study of a 4-year plan has been completed and submitted to the UMR Computer Committee which compares the Model 50 with other terminal configurations in terms of cost, performance, and services to students and faculty.

4.519 Curricula. Jim Johnson moved acceptance and adoption of the committee's
Report No. 2, 72-73. Motion carried. The following courses were added or changed.

New courses: Aerospace Engineering 200 (Cooperative Engineering Training), Engineering Mechanics 200 (Cooperative Engineering Training), and Mechanical Engineering 210 (Cooperative Engineering Training). Course changes: Aerospace Engineering 210 (Seminar in Aerospace Engineering)—number; Aerospace Engineering 251 (Aerospace Structures I)—catalog description; Aerospace Engineering 253 (Aerospace Structures II)—prerequisites & catalog description; Aerospace Engineering 413 (Aerospace Mechanics II)—prerequisites, title & catalog description; Electrical Engineering (curriculum)—EE 31 (4 hrs), EE 265 (5 hrs) replaced by EE 61 (3 hrs), EE 63 (3 hrs), & EE 265 (3 hrs), and Psy 50 replaced by 3 hrs Socio-Humanistic elective; Mechanical Engineering 210 (Seminar in Mechanical Engineering)—number; Mechanical Engineering 207 (Machine Analysis)—prerequisites & catalog description; Mechanical Engineering 302 (Synthesis of Mechanisms)—number; Mechanical Engineering 313 (Aerospace Mechanics)—title & catalog description; Mechanical Engineering 403 (Advanced Dynamics of Machinery)—prerequisites & catalog description; and Mechanical Engineering 407 (Advanced Mechanical Vibrations)—prerequisites & catalog description. Johnson also asked the Council to approve the following description of Nuclear Engineering 321 as a correction of previously distributed material: "A study of current nuclear power concepts and the environmental, economic and safety considerations affecting their design. Includes such topics as: site selection; licensing and regulations; the nuclear fuel cycle; brief consideration of thermal, mechanical and electrical aspects of nuclear power facilities."

4.519 Personnel. Harry Weart presented a progress report on the committee's evaluation task. Sixteen offices are in the process of being evaluated, of which eight have supplied function descriptions, and thirteen review committees have been established. The review committees for the schools and college are due October 20. All review committees have been given a time table and are expected to make progress reports by the end of this semester.

4.521 Rules, Procedures & Agenda. Tom O'Keefe reported the Chancellor has forwarded the amendments to the By-laws to the Board and their decision is expected by January. Also, all committee lists and officers have been gathered. The list will be distributed shortly. (Next year, the list will be available in September as called for in the By-laws).

4.522 Student Affairs. Bob Medrow indicated the MANUAL OF INFORMATION revision for advising features (II,1.1) was not complete. He moved acceptance of the constitutions of the UMR Table Tennis Club and UMR Waterpolo Club. Passed. Medrow then moved the following change in the MI relative to reporting memberships of student organizations:

"All recognized student organizations shall furnish a complete list of all the officers of the organization to the Director of Student Personnel at the beginning of the fall and spring semesters of each year. The due date to be set by the Director of Student Personnel. All social fraternities, residence halls, sororities and eating clubs are required to furnish a complete list of members and pledges each semester in addition to the officer's list. Organizations seeking campus recognition shall submit completed officer and membership lists prior to the time their petition for recognition is considered by the Student Affairs Committee and the Academic Council. The Director of Student Personnel may make specific requests for complete membership lists from groups other than the living units and eating clubs should the need arise. Forms for reporting this information are supplied by the Director of Student Personnel."

4.531 Athletics. Ken Mace had to leave and requested the topic of faculty use of the Multi-purpose Building facilities be deferred to next meeting.

Ralph Schowalter presented the following resolution from the Rules, Procedures & Agenda Committee which was passed.

RESOLVED, That the Academic Council on behalf of the Faculty requests the Chancellor to provide each faculty member, and appropriate student groups, with a copy of each policy memorandum presently in effect; and

RESOLVED, That each faculty member, and appropriate student groups, be supplied with copies of any changes in the current policy memoranda as well as copies of any new policy memoranda.
Dean Thompson distributed a two page memo on changing requirements for awarding dual Baccalaureate degrees. The Committee of Deans has recommended changes in policy. After discussion, the topic was referred to the Admissions and Academic Standards Committee by motion of John Dahm. Karl Muhlbauer asked that anyone with input or material related to the issue contact him or other members of the committee.

Mike Patrick reported on the decision of the Space Allocations Committee to use the north third of the lower level of the library for the new 100,000 watt FM station and indicated the Library Committee was unanimously opposed to the plan. George Schowengerdt, Assistant Director of Learning Resources, explained that a time factor was involved in the construction permit deadline and in a possible $15,000 of additional funds if the station is on the air by May 1973. He also noted that one consideration was an estimated $20,000 difference in the costs of Harris Hall as compared with the library. Chancellor Baker underscored his approval of the library as contingent upon need for the space for books—when the shelf space is required the radio facilities will be moved. John Dahm announced that the Library Committee, an elected faculty group, and the Instructional Committee, an appointed administrative group, had agreed to work closely on the long range facilities needed for 'learning resources'.

Joe Wollard announced $50,000 for book acquisition and $85,000 for special equipment had been allotted UMR from the special legislative appropriations.

Ken Robertson reported his having forwarded proposals for traffic policy changes to the Security and Traffic Safety Committee.

Copies of the "Report from the Faculty Council to the UMC Faculty" of October 9, 1972 were distributed to those present.

The Chair requested adjournment (3:47PM) in memory of Professor Donald L. Frizzell.

Respectfully submitted

Lance Williams, Secretary
October 25, 1972

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL, NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED.
MEMORANDUM TO: Lance Williams, Secretary
Academic Council

FROM: Robert H. McFarland, Dean
Graduate School

RE: Research Policy Committee

October 9, 1972

Lance, the recommendation of the Academic Council was as follows:

"The existing Research Policy Committee should be discharged with thanks. The Dean of the Graduate School will charge the Graduate Faculty Council with the responsibility for constructing a Research Policy Committee from among its membership and any other faculty or administrative staff that it deems desirable. At least one member shall be from the Academic Council. The duties, responsibilities and authority of the committee, along with a statement of its current membership, shall be forwarded to the Secretary of the Academic Council. The Academic Council shall refer to this Research Policy Committee any appropriate business placed before it upon which it needs advice and counsel."

The Graduate Council met and adopted the design which I subsequently forwarded to you. Louis Grimm is a member of that Council where numbers and other criterion were discussed. Louis was present at the Graduate Council when the current membership was approved. No discussion of extending the membership to six members was suggested.

I believe in all fairness the Academic Council delegated the design of the Committee to the Graduate faculty. The design is not a part of the Academic Council by laws as the former Research Committee was the Chancellor's Administrative Committee and not mentioned in the by laws. Since the Graduate faculty has spoken and raised the proposed Graduate Faculty numbers specifically from 3 to 4, I would not propose to respond to a single members' proposal that it be 6. It could as well be 5 or 7.

Enclosed is a memo relative to this point to Otto which may be useful as background.
MEMORANDUM TO: Dr. Lance Williams, Secretary
Academic Council

FROM: J. C. Pogue

SUBJECT: Vesting

Lance, listed below is the basic information that I presented orally at the Academic Council meeting on Thursday, October 19.

1. The present retirement fund of the University is approximately 40 million dollars.

2. The interest from this fund now pays all annual retirement benefits.

3. The present retired payroll is approximately one million dollars annual.

4. To provide full vesting at five years with no derivative benefits would necessitate an additional annual expenditure of $520,900.

5. To provide full vesting at five years with derivative benefits would necessitate an additional annual expenditure of $1,050,000.

6. To provide graduated 5-10 year vesting with derivative benefits would necessitate an additional expenditure of $500,000.

7. Approximately five years ago when the University adopted ten year vesting, five year vesting was considered but was rejected by both the actuary and staff benefits committee.

8. At the May meeting of the Staff Benefits Committee in 1972, five year vesting was again considered and rejected.

In requesting the costs of various alternatives of vesting (see items numbered 4, 5, and 6 above), the University provided (as I understand it) no special or qualifying bits of information to the actuary, but did ask for and did receive the costs of those three types of vesting. It is my understanding that it is the actuary's responsibility to assemble all necessary information relative to actuarial studies—a function of his employment by the university. He has or has access to all personnel information relative to the University of Missouri; he is provided whatever additional information he requests. But it is his responsibility to make the study and to provide the University with requested information.
If there should be additional information that the Academic Council wishes concerning its earlier resolution, I will be pleased to seek the information if at all possible. Also, as a representative of this campus on the Staff Benefits Committee, I am available to represent the faculty on that committee.

J. C. Pogue

JCP:glb

cc: Dr. Dudley Thompson
Memorandum To: Dr. Efton Park, Chairman
4.533 Security and Traffic Safety Committee

From: Dudley Thompson, Dean of Faculties

RE Academic Council Resolution on Parking
Decals, September 24, 1972

In response to the Resolution of the Academic Council, September 24, 1972, Chancellor Baker asked that Joe Wollard and I see that the resolution is resolved to the reasonable satisfaction of the faculty.

What constitutes reasonable satisfaction of the faculty is in need of clarification and agreement. Chairman Otto Hill has suggested that the charge of clarification and agreement be given to the Security and Traffic Safety Committee; and that the committee be asked to design, via resolution, a procedure that enables faculty and staff members to designate, when they apply and furnish their current address, whether they wish to submit payment by check (upon application) or authorize monthly payroll deductions. It was further suggested that Roger Ziemer, a member of the S&TSC, could present such a resolution, acting as floor manager.

Please advise if Joe and I may assist the committee in responding to this charge.

D7/jp

cc: Chancellor Merl Baker
    Mr. J. D. Wollard
    Dr. Otto Hill
    Dr. Lance Williams
    Mr. Kelly Gibbons

10-19-72
Annual Report Carried Over II, 83
MEMORANDUM TO: Members, Academic Council

FROM: Admissions and Academic Standards Committee


Recommendation: That the following transfer policy be adopted. This policy is in agreement with the procedures now followed by the Registrar's Office.

TRANSFER POLICY

1. All course credits, grades earned, and cumulative grade points of a transfer student will be transferred. Each course will, however, be evaluated for application to specific requirements in a degree and major field. Any requirements not fulfilled in a degree or major field must be completed, even if they are lower division courses. An undergraduate student may be granted an earned degree only if he completes the last 30 hours of course work required for that degree in residence at UMR. However, with prior approval of the department chairman, up to 10 of the final 40 hours required for earning an undergraduate degree may be transferred in from another campus of the University of Missouri or another college or university. An exception to this regulation may be made only upon the recommendation of the chairman of the student's major department and approval by the dean of his school or college.

   a. Credits: semester hours will be accepted for semester hours. Quarter hours will be counted as 2/3 semester hours, e.g. three quarter hours = two semester hours.

   b. Grades: An A will be transferred as an A, a B as a B, a C as a C, a D as a D, and an F as an F. Grades of F will not be accepted toward graduation but will be included in the computation of the student's cumulative grade point. Departmental advisors may require a student to repeat a course with a grade of D.

   c. Cumulative Grade Points: all course grades earned at other institutions will be used to compute the cumulative grade point of a transfer student. Computation will be made in the following way;

   \[
   \begin{align*}
   A &: 4 \text{ grade points} \times \text{credit hours} \\
   B &: 3 \text{ grade points} \times \text{credit hours} \\
   C &: 2 \text{ grade points} \times \text{credit hours} \\
   D &: 1 \text{ grade points} \times \text{credit hours} \\
   F &: 0 \text{ grade points} \times \text{credit hours}
   \end{align*}
   \]

   \[
   \text{Total grade points} = \text{Cumulative grade points average}
   \]

   \[
   \text{Total credit hours}
   \]
Academic Council members
September 19, 1972
Page 2

This cumulative grade point will be used to compute a student's eligibility for an Honors Degree.

2. A student with an Associate of Arts degree (AA) from an accredited institution seeking to transfer to UMR will be accepted in junior standing; all credits, courses, and grade points will be transferred. Each course will, however, be evaluated for application to specific requirements in a degree and major field. Any requirements not fulfilled in a degree or major field must be completed, even if they are lower division courses.

3. Special students who do not have the full number of entrance units may be admitted under the following provisions:

   a. They shall demonstrate their fitness to pursue profitably all the subjects selected by them. Fitness may be demonstrated by 1) passing the appropriate entrance examinations or 2) presenting a transcript of course work completed at other institutions. Transcripts of special students, however, will not be evaluated for application to specific requirements in a degree and major field.

   b. They shall not be candidates for a degree.

4. Students with poor scholastic records seeking to transfer to UMR will be accepted on scholastic probation under the following provisions:

   a. They shall show cause for their previous record and their fitness to pursue profitably all the subjects selected by them. The departmental adviser shall evaluate the student's statement of cause and fitness for further study and shall present written approval to the registrar for a student to be admitted on scholastic probation.

   b. They shall be placed on scholastic probation governed by the rules for "Unsatisfactory Work" listed in the Manual of Information.
MEMORANDUM TO: Members, Academic Council

FROM: Admissions and Academic Standards Committee

RE: II, 1.9. Certificate Implementation

Recommendation #1: That the following plan for implementing certificates be adopted:

Certificates shall only be awarded for non-degree programs. Only students not seeking a degree and students leaving school shall be eligible for certificates. A certificate shall be awarded only upon request.

There shall be two categories of certificates:

1. Certificates of 1 or 2 years of "General Academic Study" at UMR. The award of these certificates shall be based on the successful completion of a minimum number of credit hours as recommended by the UMR curricula committee and approved by the Academic Council.

2. Certificates of 1 or 2 years of "Academic Study" at UMR in the College of Arts and Sciences, the School of Engineering, and the School of Mines and Metallurgy. The award of these certificates shall be based on the successful completion of a minimum number of credit hours from a list of courses recommended by the individual college or school curricula committees and approved by the UMR curricula committee and the Academic Council. (For example, the School of Engineering might award a Certificate of Technology or the College of Arts and Sciences might award of Certificate of Liberal Arts.)

The Registrar shall, at the close of each semester, prepare a list of candidates requesting certificates and submit it to the Academic Council for approval.

All certificates shall be prepared and distributed by the Registrar. Certificates of category #1 shall be signed by the Chancellor and by the Registrar. Certificates of category #2 shall be signed by the Chancellor, the Dean of the college or school granting the certificate, and by the Registrar.

Recommendation #2: That, if the above plan for implementation is adopted, the Academic Council request U-wide judgment on the legality of awarding such certificates.
MEMORANDUM TO: Lance Williams, Sec. Academic Council
FROM: G. G. Skitek, Chairman 4.513 Committee
        (Programs, Assemblies, and Public Events)
RE: Recommendations For Presentation at the
    Oct. 19, 1972 Academic Council Meeting

Recommendation I.

That our present University Day (National Merit included) he separated into two separate events at separate dates. Starting in the 1973-74 school year.

Recommendation II.

That the following event dates he approved for the school year 1973-74:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Day</td>
<td>Nov. 10, 1973</td>
<td></td>
</tr>
<tr>
<td>Challenge' 74</td>
<td>April 5-6, 1974</td>
<td>To be set or eliminated based on the success of our Challenge' 73 event.</td>
</tr>
</tbody>
</table>

Recommendation III.

That the date of March 10, 1973 be approved for Challenge' 73. This date has not been set for our 1972-73 school year.

Recommendation IV.

That the calendar for the 1974-75 school year be approved.

G. G. Skitek
Chairman (4.513)
MEMORANDUM TO: Lance Williams, Sec. Academic Council  
FROM: G. G. Skitek, Chairman 4.513 Committee  
       (Programs, Assemblies, and Public Events)  
RE: Pros. & Cons. backing recommendations  
    presented at Oct. 19, 1972 meeting of the  
    Academic Council.  

Recommendation I.  

Pros. Discrimination between National Merit students  
and the University Day student with respect to  
attention given, free meals, etc.  

Cons. National Merit students can take advantage of  
the displays found during our University Day.  
Some faculty would be involved in two events  
if separated.  

Recommendation II.  

The committee voted down a motion to eliminate our  
Challenge' 73 event. The feeling was that we should  
give this event another chance on March 10, 1973.  
Based on the success of the Challenge' 73, the com-  
mittee will reevaluate this event for the 1973-74  
school year.  

The committee, also recommended that Challenge' 73  
should focus on High School Juniors and Junior  
College Students.  

A suggestion came from Chancellor Baker's office  
that we look into the idea of having a second parents  
day in the Spring that could be attached to an exist-  
ing scheduled event.  

The committee felt that the goals of a Parents Day  
event can best be accomplished by a single Fall  
event and voted unanimously against any form of  
Parents Day in the Spring. The committee recommend-  
ed that parents be invited to the dedication of the  
Student Center this Spring and that student organiza-  
tions on the campus have open house events to acquaint  
parents of our students with our campus.  

Recommendation IV.  

The committee felt that the calender should be  
approved as is.  

G. G. Skitek  
Chairman (4.513)
TO: UMR Calendar Committee
FROM: R. E. Carlile, Chairman
RE: 1974-75 Proposed UMR Calendar

As a result of the meeting held last Tuesday, 19 September, the attached calendar represents this Committee's proposed calendar for 1974-1975.

As per the request of Dr. Otto Hill, Academic Council, this calendar is that which the Committee submits to the Council for their considerations during the 19 October meeting requested by Dr. Hill. By copy of this memo, the Committee submits the attached calendar for Council considerations.

R. E. Carlile

REC/ss

Enc.

cc: Professor Gabe Skitek, Chmn., Events
    /Dr. Otto Hill, Academic Council
PROPOSED
UMR
CALENDAR
1974 - 1975

Fall Semester 1974

Freshman orientation............................................ Aug. 21, Wed.
Student registration 8:15 a.m.-4:30 p.m. .......... Aug. 22, Thurs.
Registration ends 3:00 p.m. .................................. Aug. 23, Fri.
Classwork begins 7:30 a.m. .................................. Aug. 26, Mon.
Labor Day holiday................................................. Sept. 2, Mon.
Mid-semester........................................................ Oct. 15, Tues.
Thanksgiving vacation begins 7:30 a.m. ............... Nov. 27, Wed.
Thanksgiving vacation ends 7:30 a.m. .................... Dec. 2, Mon.
Last class day....................................................... Dec. 13, Fri.
Reading day........................................................ Dec. 14, Sat.
Fall Commencement.............................................. Dec. 15, Sun.
Final examinations begin 8:00 a.m. ....................... Dec. 16, Mon.
Final examinations end 5:30 p.m. ......................... Dec. 21, Sat.
Fall semester closes.......................................... Dec. 21, Sat.

Spring Semester 1975

Registration begins 8:15 a.m.-4:30 p.m. .......... Jan. 6, Mon.
Registration ends 3:00 p.m. .................................. Jan. 7, Tues.
Classwork begins 7:30 a.m. .................................. Jan. 9, Thurs.
Mid-semester........................................................ Mar. 10, Mon.
Spring recess begins 7:30 a.m. ......................... Mar. 13, Thurs.
Spring recess ends 7:30 a.m. .............................. Mar. 17, Mon.
Easter vacation begins 7:30 a.m. .................. Mar. 28, Fri.
Easter vacation ends 7:30 a.m. ......................... Apr. 2, Wed.
Last class day....................................................... May 2, Fri.
Reading day........................................................ May 3, Sat.
Final examinations begin 8:00 a.m. ................. May 5, Mon.
Final examinations end 5:30 p.m. .................. May 10, Sat.
Spring semester closes 5:30 p.m. .................. May 10, Sat.
Annual Commencement.................................. May 11, Sun.

Summer Session 1975

Registration....................................................... June 2, Mon.
Classwork begins 7:00 a.m. .................................. June 3, Tues.
Independence holiday........................................... July 4, Fri.
Summer Session closes 12:00 noon............... July 26, Sat.

Class sessions............................... M T W Th F S
(excluding examinations)  Fall 14 16 15 15 15 14
                           Spring 15 15 15 15 15 15
                           Summer  7  8  8  8  7  8

NOTE: For the St. Louis Graduate Center, all class sessions/
holidays/examinations commence at 4:00 p.m. and end
at 10:00 p.m. in lieu of the 7:30 a.m. and 5:00 p.m.
above. Fall registration is 3-6 p.m. Wednesday, 15 August;
Spring registration 3-6 p.m. on Friday, 3 January; Summer
registration 4-6 p.m. Thursday, 29 May.
MEMORANDUM TO: Lance Williams, Sec. Academic Council

FROM: G. G. Skitek, Chairman 4.513 Committee

RE: Changes in memberships of subcommittees of the 4.513 committee

1. Sub-Committee on University Day (and National Merit)

Gordon Lewis replaces W. S. Gatloy as sub-committee chairman of the National Merit phase of University Day.

2. Sub-Committee on Challenge' 73

Richard Müller replaces Gordon Lewis as chairman. Gordon Lewis will remain as member of the committee.

3. Sub-Committee on Science and Engineering Fair

add D. Erkiletian
    J. M. Amos

G. G. Skitek
MEMORANDUM TO: Members, Academic Council

FROM: Dr. James H. Tracey, Chairman
Computer Committee

RE: Report on Computer Budgeting and Centralization

The UMR Computer Center will be reducing services this year due to a severe budget cut-back. In August 1972, it was learned that $100,000 of a $400,000 NSF grant to the Center would be returned to NSF because of the University's inability to meet its obligations under the grant. Then in September 1972, UMR was notified of a $50,000 reduction in state money from last year's level. Users are asked to work closely with their Computer Committee representative to determine what equipment and services should be reduced.

The latest plan for University-wide computer centralization proposes that by October 1973 a single computer, an IBM 370/168 located at Columbia, will be the only major computer in the system. All users are to be networked to this single machine. The plan for UMR involves networking our 360/50 to Columbia in December 1972, followed by removal of the UMR Model 50 in July 1973. The Model 50 would probably be replaced by terminal equipment supporting card readers and line printers. The UMR Computer Committee is presently opposed to the removal of the Model 50 because of the following reasons:

1. No logical justification for its removal has been presented. In fact, preliminary figures indicate that substitute terminal equipment may cost more and serve fewer applications than a system using the 360/50 as a terminal.
2. The removal is contrary to the recommendation of the UMR Computer Committee, the McDonnell Douglas Study and other outside consultants.
3. Sufficient information on substitute equipment is lacking with regard to:
   a. terminal equipment configuration and cost
   b. applications to be served, not served, or served with degraded performance
   c. communications equipment and costs for an adequate data link to Columbia
October 18, 1972

TO: Dr. Otto Hill
FROM: A. H. Emmons
SUBJECT: Proposed Resolution of Academic Council

Dear Otto:

Thank you for a copy of the proposed resolution. I am not in opposition to the resolution and, of course, your Academic Council can (and I'm sure will) so resolve if they feel strongly about this issue. However, I would hope they have as much information as is available on which to base their action. Therefore let me put on paper some statements I've made to the UMR Computing Committee.

1. The date of July, 1973, for removal of the UMR 360/50 is a target date.
2. It is intended that there will be a "trial period" in which we operate both remote terminals and the in-house 360/50.
3. It is the intention (subject to funding) to install a microwave communications link to UMR. One function of this link will be data transmission for computing.
4. It is not intended that we eliminate the computer center, as those words apply to a valuable talent pool. It is intended that we decrease the number of hardware centers.
5. It is recognized that, in every existent computer center, there are "out-of-the-ordinary" applications which will require special attention and evaluation. I am suggesting that we identify, isolate and address these special needs as soon as possible, using the very best collective talent we can muster.

Allen

cc: President C. Brice Ratchford
    Chancellor Merl Baker
    Dean Dudley Thompson
    Professor Jim Tracey
    Professor Ralph Lee
MEMORANDUM TO: Members, Academic Council

FROM: J. H. Tracey, Chairman
Computer Committee

RE: Written Report to Council
dated October 19, 1972

On the basis of the referenced report, I will move adoption of the following resolution at the October 19th meeting of the Council.

WHEREAS, the UMR Computer Committee is vitally concerned about the effect of computer services on academic programs,

RESOLVED, decision regarding the future of the UMR 360/50 should be made until a thorough study of a 4-year plan has been completed and submitted to the UMR Computer Committee which compares the Model 50 with other terminal configurations in terms of cost and performance, and service to students and faculty.

James H. Tracey

JHT: def

That the UMR Board of Curators is respectfully requested by the UMR AC to withhold any...
MEMO TO: UMR Academic Council

FROM: Academic Council Curricula Committee

RE: Committee Report No. 2, 72-73

The following course additions and changes have been received and considered by the ACCC. The committee recommends that they be approved.

32. **Aerospace Engineering 200**, Seminar in Aerospace Engineering, change of course number (AE 200 to AE 210).


34. **Aerospace Engineering 251**, Aerospace Structures I, change of catalog description.

35. **Aerospace Engineering 253**, Aerospace Structures II, change of prerequisites (AE 251 to AE 251 or consent of instructor), catalog description.

36. **Aerospace Engineering 413**, Aerospace Mechanics II, change of prerequisites (AE 213 to ME 313), course title, catalog description.

37. **Electrical Engineering**, change of curriculum. EE 31 (4 hrs) and EE 265 (5 hrs) are replaced by EE 61 (3 hrs), EE 63 (3 hrs), and EE 265 (3 hrs). Psy 50 is replaced by 3 hrs Socio-Humanistic elective.


39. **Mechanical Engineering 200**, Seminar in Mechanical Engineering, change of course number (ME 200 to ME 210).

40. **Mechanical Engineering 200**, Cooperative Engineering Training, new course.

41. **Mechanical Engineering 207**, Machine Analysis, change of prerequisites (ME 203 to Math 201), catalog description.

42. **Mechanical Engineering 301**, Synthesis of Mechanisms, change of course number (ME 301 to ME 302).
43. Mechanical Engineering 313, Aerospace Mechanics, change of course title, catalog description.

44. Mechanical Engineering 403, Advanced Dynamics of Machinery, change of prerequisites (None to ME 313), catalog description.

45. Mechanical Engineering 407, Advanced Mechanical Vibrations, change of prerequisites (consent of instructor to ME 307 or equivalent), catalog description.

The Curricula Committee wishes to make the following correction to Item 30 of Committee Report No. 1, 72-73. This item should read:

30. Nuclear Engineering 321, Nuclear Power Technology, new course. The course description is: "A study of current nuclear power concepts and the environmental, economic and safety considerations affecting their design. Includes such topics as: site selection; licensing and regulations; the nuclear fuel cycle; brief consideration of thermal, mechanical and electrical aspects of nuclear power facilities." This description is slightly different from that circulated to the departments in the original course action request.

Respectfully submitted,

James W. Johnson
AC rep on ACCC
UMR WATERPOLO CONSTITUTION

Article 1  (NAME)

The name of this organization will be the U.M.R. WATERPOLO CLUB.

Article 2  (OBJECTIVES)

1. The club is to help promote sportsmanship.
2. The club is to provide a better variety of sports for U.M.R.
3. The club is to help increase physical fitness.
4. The club is to promote school participation and school spirit.
5. The club is to help promote and develop skills in waterpolo.

Article 3  (MEMBERSHIP)

1. Regular Membership
   A. Regular membership is to include undergraduates and graduate students that are in good standing with the University of Missouri-Rolla.

2. Associate Members
   A. Associate members will be made up of UMR professors and staff members.

3. New members must remain off scholastic and disciplinary probation.

4. A faculty advisor will be elected by regular members yearly.

5. The members should display a high interest in the sport waterpolo.

6. Members cannot miss more than five practices without a reason agreed upon by the coach.

7. With the agreement of the faculty advisor, the faculty advisor shall coach the team.
UMR Table Tennis Club Constitution

Article I. The name of this organization shall be the University of Missouri-Rolla Table Tennis Club.

Article II. The insignia of this organization shall be a table tennis bat upon which is written "UMR Table tennis."

Article III. The purpose of this organization shall be to promote table tennis at the University of Missouri-Rolla by providing quality education and training in this sport for all students and faculty members.

Article IV. Section A. Regular membership shall be open to all regularly enrolled students (both undergraduate and graduate) at the University of Missouri-Rolla who are not on academic or social probation. Regular members are entitled to all privileges of this organization.

Section B. Charter members shall be those people who are regular members of this organization when it becomes a recognized organization at the University of Missouri-Rolla.

Section C. Associate membership shall be open to all faculty and staff members at the University of Missouri-Rolla. Associate members shall be entitled to all privileges of this organization except that they shall not be permitted to vote or hold offices (other than the office of faculty advisor) in this organization. Associate members shall pay the same dues as regular members.

Section D. At least one faculty member at the University of Missouri-Rolla shall be elected to the position of faculty advisor by a majority vote of the regular members of this organization. He shall advise this organization in all matters.
To: Members of the Student Affairs Committee
From: Mr. Joe A. Ward, Assistant Director of Student Personnel
RE: Reporting of membership of student organizations

Reference, Page 55 in the current Manual of Information, which reads:

"Each organization shall furnish to the Director of Student Personnel at the beginning of the fall and spring semesters of each year (before the deadline set by the Student Personnel Office), a complete list of all persons who are members of the organization or connected with it in any manner. After such a list has been furnished, each organization must inform the Director of Student Personnel of new affiliations or depledging takes place. Forms for reporting this information are supplied by the Office of Student Personnel."

The staff in the Office of Student Personnel recommends that the above be amended to read:

"All recognized student organizations shall furnish a complete list of all the officers of the organization to the Director of Student Personnel at the beginning of the fall and spring semesters of each year. The due date to be set by the Director of Student Personnel. All social fraternities, residence halls, sororities and eating clubs are required to furnish a complete list of members and pledges each semester in addition to the officer's list. Organizations seeking campus recognition shall submit completed officer and membership lists prior to the time their petition for recognition is considered by the Student Affairs Committee and the Academic Council. The Director of Student Personnel may make specific requests for complete membership lists from groups other than the living units and eating clubs should the need arise. Forms for reporting this information are supplied by the Director of Student Personnel."

JUSTIFICATION:

At the time this regulation was enacted, information was transferred from the membership lists to personnel cards maintained by the Registrar's Office. The personnel card is no longer maintained.
The total number of members is needed. This information can be supplied on the officer list.

Membership lists are needed from the living units and eating clubs for the purpose of approving open house petitions and computing scholastic averages for these student groups.

Membership lists for groups other than living units and eating clubs serve no other purpose than to create additional clerical work for both the student organization and the Office of Student Personnel.

Attachments: two

JAW/wb
MEMORANDUM TO:   Academic Council

FROM:    Rules, Procedures & Agenda Committee

RE: Resolution on Circulation of Campus Policy Memoranda

During the spring and summer of 1972 requests were directed to the UMR administration by the officers of the Academic Council asking that the individual members of the faculty be supplied with copies of campus policy memoranda. In order to assist the administration in establishing priorities, the R. P. & A. Committee offers the following:

RESOLUTION ON THE CIRCULATION OF UMR POLICY MEMORANDA
TO MEMBERS OF THE GENERAL FACULTY

WHEREAS, There exist policy memoranda issued periodically by the UMR Chancellor for the operation of the campus;

WHEREAS, These policy memoranda, in one form or another, affect and define some of the operations of the UMR faculty;

WHEREAS, They have hitherto been circulated primarily among the administration on the campus; and

WHEREAS, The faculty will be able to conduct their business more effectively and efficiently if they have direct personal access to the policies of the campus;

RESOLVED, That the Academic Council on behalf of the Faculty requests the Chancellor to provide each faculty member with a copy of each policy memorandum presently in effect; and

RESOLVED, That each faculty member be supplied with copies of any changes in the current policy memoranda as well as copies of any new policy memoranda.

"...and appropriate student groups,"

Passed
10/19/72
II-23
Memorandum To: UMR Academic Council

From: Dudley Thompson, Dean of Faculties

RE Proposal for Changes in Requirements for Awarding Dual Baccalaureate Degrees

UMR policy on the awarding of dual baccalaureate degrees is defined in the Manual of Information, p. 66, June, 1972:

"Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit will be at least 30 semester hours in excess of that required for one degree."

"When requirements for a degree in two departments have been completed without either degree being awarded, you will receive one degree at a commencement and will receive a statement that the work has been completed for the additional degree which will be granted at some following commencement."

"Only one degree shall be awarded to any person at a given commencement. In case you have completed the work for more than one degree, you will be given the lower degree and a certificate covering the work for the higher degree, and the higher degree will be conferred at the next commencement."

The Committee of Deans, at its May 30, 1972 meeting, proposed changes in the requirements for students who seek two baccalaureate degrees, i.e., (1) the present policy be discontinued and the following policy be adopted:

"Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit required for the second baccalaureate degree will be determined by the academic department which offers the curriculum leading to the second degree. A statement of the specific course and hour requirements will be forwarded by the Chairman to the Dean of the School, for his approval. The statement will then be forwarded to the Registrar and constitute the official requirement for the second degree."
and (2) the recommendation be made to the Academic Council that it adopt the proposed change.

The following considerations were taken into account in making this proposal, which reduces the constraints, namely:

1. The present policy came into being prior to the establishment of UMR, in its current role, when degree requirements were 143 credit hours and
   a. Curricula and degree requirements have subsequently changed and
   b. The organization, structure, and capabilities of the campus have changed and
   c. The needs of students are currently different from those in existence when the policy was set.

2. There is no real justification which necessitates a delay in awarding a second degree to a student when he has completed all requirements for the degree.

DT:dm
cc: Dr. Merl Baker, Chancellor
    Dean Adrian Daane
    Dean J. Stuart Johnson
    Dean Robert McFarland
    Dr. Lance Williams
    Mr. Robert Lewis
    Mr. Paul Ponder
During the current fall semester the faculty have experienced erosion of morale which comes close to despair. The Council has attempted to analyze the present situation with the objective of offering constructive criticism of what we sincerely believe to be the wrong direction of organization and operation of a university and, more importantly, to present a plan to the faculty and the administration for the redirection of cooperative effort.

During the past few years we have witnessed an erosion of those faculty responsibilities and powers which are not only traditional in American Universities, but which are recognized in our By-Laws and approved by the Board of Curators. As in all professional fields, self governance, peer evaluation and policy determination characterized, and should still characterize, the operations of the faculty. Such provisions may be found in Article II of the Faculty By-Laws.

Many cases of deterioration and erosion of responsibility are minor in that they directly affect only one faculty member or one program. However, certain others affect faculty responsibility very broadly, and when both the major and minor cases are considered collectively and chronologically they indicate a dramatic, progressive and accelerating invasion of faculty and campus authority. Inevitably the question must be asked, how far will this trend go before the situation becomes completely intolerable.

Among these events the following are outstanding in the recent past. Each of them represents a loss, to a greater or lesser degree and to a larger or smaller proportion of the faculty, of what are proper faculty functions. Each has been followed by a significant drop in faculty morale. In chronological order, we have witnessed: rejection of a faculty vote on the academic calendar (1969), the rescinding of an agreement (made by representatives of students, faculty and campus administration) which substantially reduced the possibility of violence in the spring of 1970, the effecting of new admission requirements beginning in the fall of 1971, the requirement of fees for group meetings (particularly including "learned, educational, professional and scientific organizations") without regard to the educational implication (1971). The latter two were effected without proper faculty consultation.

However, none of the above mentioned impositions match in significance the impact of the Role and Scope statement of December, 1971 or the recent, and equally threatening, Recommended Pattern for Doctoral Centers document.
We believe that it is the considered judgment of the vast majority of the faculty that these plans would severely depress the quality of doctoral education in the MU system and plunge the University into inferiority at all educational levels. These plans, if effected, would clearly violate the fundamental principle of faculty determination of educational policy and indeed would undermine our effectiveness in fulfilling our professional and ethical responsibilities as educators.

Coincident with the decimation of faculty authority there has been a rapid increase in the centralization of authority represented by all of these items, both imposed and proposed. In addition, the recent Board action in the "Hutcheson's case" signified a further increase of centralized authority and is clearly inconsistent with generally accepted principles of proper university governance. We view increasing centralization of authority as an alarming trend in higher education. It requires a higher proportion of already minimal funds to be diverted from the educational process to administration and it ignores the unfavorable experience of other state educational systems.

For this complex and rapidly deteriorating situation there is no single contributing cause. Nevertheless, it is probably true that the University of Missouri system developed physically and administratively much more rapidly than did the rationale for its structure. Indeed, even now we have only the fundamental assumptions that there is to be "One university with four campuses" and that "The University of Missouri will be a comprehensive institution of higher learning but no individual campus will be." We feel that there is a tremendous void of explanation regarding the meaning or the logical and educational foundation of these statements. If the various Role and Scope plans constitute attempts to interpret these assumptions then we must protest with every device at our disposal because they limit the development of other campuses and simultaneously destroy a sound, integrated and established Graduate School on this campus. To produce four widely separated, incomplete and weak clusters of doctoral programs is not a sensible way of developing a viable and successful community of scholars knit together by a network of multidisciplinary ties.

In our opinion the university-wide administration has taken drastic actions without convincing rationale. Whether such actions were deliberate attempts to build a top-heavy authority or were necessary as emergency measures is not the important issue. The fact is that we are in a system organization and there is little probability of returning to a former structure as many faculty would enthusiastically prefer. Our sister campuses are entitled to grow and to develop in ways such that they can best serve the needs of the state. So must the UMC campus.

Your Faculty Council will work in all possible ways to seek to have your views heard and acted upon in all matters vital to the future of the University and this campus. We have, for example, already initiated and held face-to-face discussions with the President and the Chancellor in one meeting characterized by a frank and honest airing of viewpoints. All participants have expressed a desire to continue these discussions and we intend to do so.

We believe that the university-wide administration and the Board of Curators are deeply committed to making our university a more effective institution of
higher learning. However, it is our contention that the process is being effected in a manner that is educationally and financially indefensible.

It is our considered opinion:

It is essential, insofar as possible, that the organization of the University be decentralized. This means, as far as concerns educational policy, that as many decisions as possible should be in the hands of the academic department or division involved. It is to the department and the division that the individual teacher has the greatest allegiance and responsibility and this responsibility and allegiance should be recognized to the greatest extent possible.

1. We recommend that steps be taken to insure that as many matters as possible are handled and decisions made at the departmental and divisional level.

The administrative structure of the University is already based on these units. Some departments and divisions are small enough for the entire faculty to participate actively and collectively in determining questions of academic policy. There are also departmental and divisional policy committees which can provide an effective structure for faculty consideration and decision making.

It is also true that there are matters affecting the entire campus which cannot be left exclusively to the departments or divisions. With a faculty of our size it is exceptionally unwieldy to use the general faculty meeting for all of the decisions that need to be considered by the campus faculty.

2. We recommend the establishment of a proportionally representative campus faculty group empowered to deal with those limited matters which need to be decided at a campus wide level.

We are also part of a state wide university system and there are a few matters of academic policy which must be uniform throughout the system. Examples are general admissions requirements, the academic calendar, general rules for transfer of credit, etc. These, however, are still matters requiring some degree of faculty consideration and decision.

3. We recommend the establishment of a proportionally representative system-wide faculty group empowered to deal with those limited matters which need to be decided at a university-wide level.

If there is to be proper consideration and implementation of any university reorganization, such groups as recommended above must be established in order that there can be representative and responsible faculty decision making and advice. The steps recommended above should be taken prior to the adoption or approval of any Role and Scope, Doctoral Center or similar documents. If the recommendations are followed, there will then be faculty organization (with complementary administrative organization) covering all levels.

The emphasis of reorganization proposals has been on doctoral programs. While such programs are of vital importance to the University, we feel there is another area which should be given priority in consideration. That is the
area of undergraduate education. Immediate action needs to be taken to strengthen the quality of the undergraduate program on all campuses. It is this area which involves the educational opportunities for the greatest number of Missouri citizens seeking higher education and it is this area which should be of first priority. In addition to steps to improve the quality, steps should be taken to induce some degree of standardization of the various bachelor degree programs in order to facilitate easy transfer of students from one campus to another.

It is also important that the administration and faculty at all levels work together on the problems of developing and improving graduate programs throughout the University. Such programs should provide for growth taking into account the unique capabilities, needs and aspirations of each campus without a concomitant deterioration of any campus. All campuses must share in the development.

This statement is being made to inform the members of the University community of our deep concern about the fundamental changes occurring in the University. The trends indicated are a lessening of the authority of the faculty and an increase in centralization of authority and control. We shall continue to work for a reversal of these trends and a return to normal university procedure with a high degree of decentralization and where the faculty plays its proper role in determining educational policy.

UMC Faculty Council

cc: Chancellor Schoolling
    President Ratchford
    Board of Curators
    Intercampus Faculty Council
    Chairman of Campus Senates

Unanimously approved at the October 5, 1972 meeting of the Faculty Council.
November 9, 1972

To: University of Missouri-Rolla FACULTY

Re: AGENDA for Academic Council meeting, Thursday, November 16, 1972; 1:30PM; G-5 Humanities-Social Sciences Building

I. Approval of Minutes of meeting of October 19, 1972 (Vol. II, #3) with the following corrections: p. 1, 4.511 Academic Freedom... "The situation at present does not permit dismissal FOR DISCIPLINARY REASONS BUT DOES AUTHORIZE DISMISSAL for excessive... "; p. 4, "Joh Dahm announced that the Library Committee... and the INSTRUCTIONAL MEDIA Committee..."

II. Unfinished Business: none.

III. Reports of Administrative responses to actions approved by the Academic Council:
A. Resolution on actuarial study of graduated vesting of retirement benefits--April 13, 1972; I,9.1.** (Jim Pogue)
B. Resolution requesting the Chancellor direct that parking decals be mailed--September 21, 1972; II,2.1. (Dean Thompson)
C. Availability of University vehicles for staff use in the vicinit of Parker Hall--September 21, 1972; II,2.5. (Joe Volland)
D. Resolution on Policy Memorandum--October 19, 1972; II,3.10. (Chancellor Baker)
E. Legal counsel opinion on certificates--October 19, 1972; II,3.3. (Jackson Wright/Lance Williams)

IV. Reports of Standing or Special Committees:
A. 4.511 Academic Freedom
   1. Reconsideration of Student Conduct Resolution of February 24, 1972--I,10/I,7.2. (Charles Johnson)
B. 4.512 Admissions and Academic Standards
   1. Dual degree policy.** (Karl Muhlbauser)
   2. Degree cumulative GPA required of transfer students.**
C. 4.516 Curricula
   1. Course additions and changes: Report 3, 1972-3.** (Jim Johnson)
D. 4.519 Personnel
   1. Progress report on evaluation of campus offices--August 24, 1972; II,1.7. (Harry Hearn)
E. 4.522 Student Affairs
   1. Revision of MANUAL OF INFORMATION to include scheduling/advising features--August 24, 1972; II,1.1. (Bob Medrow)
F. 4.531 Athletics
   1. Faculty use of Multi-purpose Building facilities. (Ken Mace)
G. 4.603 Committee of Department Chairmen
   1. Specification of Pass/Fail courses. (Glen Hadcock)

V. New Business:
A. Resolution of sympathy--Professor Don L. Frizzell. (Ray Morgan)
B. Reconsideration of separation of University Day and National Merit Day 1973-74.** (Wayne Tefft)
C. University of Missouri-Rolla Cultural Arts Facility** (Otto Hill)
D. KSM and its future. (Bill Tietze, Station Manager)
E. Announcements from the floor.

Lance Williams, Secretary
Academic Council

**Indicates attachments provided Academic Council members.
Otto Hill, Chairman, called the meeting to order at 1:35P.M. in G-5 of the Humanities-Social Sciences building.

The minutes of the October 19, 1972 meeting (Vol. II, #3) were approved with the following corrections: On p. 1, 4.511 Academic Freedom, the second sentence should read, "The situation at present does not permit dismissal for disciplinary reasons but does authorize dismissal for excessive absences or unacceptable academic performance." On p. 4 the reference to the Library Committee working with an Administrative committee should have been to the Instructional Media committee rather than Space Allocations.

Otto Hill called attention to the publication, THE FACULTY 1972-73, which contains the committee lists, etc. as prescribed by the By-laws.

Jim Maxwell asked that the agenda be moved to permit Ray Morgan to present a Memorial Resolution for Don L. Frizzell (1906-1972). The Council approved the resolution expressing sorrow at the loss of Dr. Frizzell and appreciation for his service and dedication as Professor of Geology. These sentiments will be conveyed to the surviving family.

The following responses to previous actions of the Academic Council were provided by those administratively responsible:

Jim Pogue and Dudley Thompson presented written information requested in the graduated vesting resolution of April 13, 1972 (1,9.1). As Rolla members of the Staff Benefits Committee they answered questions about the existing program and the statistics conveyed to the Council from the actuary. The Chairman reminded the members of the avenue of benefits communication via Pogue and Thompson. With the topic effectively exhausted per the original resolution, it was noted that a next step could be a resolution favoring such a plan.

Dean Thompson provided information regarding parking decal mailing (September 21, 1972; II,2.1). The Security and Traffic Safety Committee has recommended, and the Chancellor agreed to implement, the following:

"The university police office makes provision for accepting mailed checks accompanying applications for parking permits and the subsequent mailing of permits providing they can be delivered by Campus mail (university offices and dormitories)."

Since parking space for University vehicles is dependent upon the completion of construction on the Mall, the resolution to have the cars available near Parker Hall (September 21, 1972; II,2.5) was carried over.
Hill called attention to the fact each faculty member, and relevant student groups, had received copies of the UMR Policy Memoranda as requested of the Chancellor on October 19, 1972 (II, 3.10). He suggested any questions or comments should be directed to Dean Thompson.

The Secretary noted negotiations were still in progress with regard to legal counsel's opinion on certificates (October 19, 1972; II, 3.3).

The Chairman also reported the resolution requesting Board study of computer terminal configurations in comparison to the Model 50 before a final decision is made to remove it from UMR had been forwarded by Chancellor Baker (October 19, 1972: II, 3.7).

The following Standing Committee reports were presented, and actions taken:

4.511 Academic Freedom. Charles Johnson indicated the committee had completed its reconsideration of the student conduct resolution of February 24, 1972 (I, 10/1, 7.2). A student may be suspended for misconduct but cannot be dismissed from class. The MANUAL OF INFORMATION will be corrected when it is revised and reissued next year.

4.512 Admissions and Academic Standards. Karl Muhlbauer moved adoption of the policy on dual baccalaureate degree as presented in a memo submitted to the Council by Dean Thompson for the Committee of Deans on October 19, 1972. After an amendment from the Physics Department submitted by Bill Snow to require a minimum of 18 additional semester hours for the second degree was defeated 27 to 6 (as was an amendment to the amendment from Jim Johnson to make it 14 hours, 23 to 10) the following resolution was passed, 27 to 5.

Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit required for the second baccalaureate degree will be based on the student's educational background and determined for each case by the academic department which offers the curriculum leading to the second degree. The Chairman of the department will submit a list of the specific course and credit hour requirements together with the student's transcript to the Dean of the school/college, for his approval. This list will then be forwarded to the Registrar and constitute the official requirement for the second degree.

A number of related issues were explained in discussion. Both degrees may be awarded at the same commencement. Each department involved will judge the student's achievement independently, that is to say, "the student's educational background" assumes review of all records and transcripts relative to the individual's receipt of two degrees. Since the AB degree is unspecified as to major, there will be no dual Bachelor of Arts degree offerings. A student entering UMR with a baccalaureate degree still must take a minimum of 30 hours to receive another bachelor's degree.

Muhlbauer also introduced a general report on cumulative grade point averages for students transferring to UMR. Bill Andrews moved,

All students transferring to Rolla must achieve a cumulative GPA of 2.0 in courses taken at UMR, for graduation.

The motion passed 26 to 6.

4.531 Athletics. The agenda was moved to permit Ken Mace to report on use of the Multi-purpose building facilities.

RESOLVED, To open up all basketball courts except one to students on Friday nights.

Passed.

The agenda was also moved to permit Bill Tietze to report on KMSM and its future. Nick Stanley asked, for Tietze, that the matter be carried over.
ACADEMIC COUNCIL
Vol. II, #4

4.516 Curricula. Jim Johnson introduced Report No. 3, 72-73 from the Committee. After a request by Jim Maxwell to separate Geological Engineering 246, the following course changes were accepted: Engineering Mechanics, curricula changes--EMe 100 (Statics and Dynamics) 5 hours to EMe 50 (Statics) 3 hours and EMe 160 (Dynamics) 3 hours with electives reduced from 3 to 2 hours; Geological Engineering 371 (Advanced Geological Engineering)--title & catalog description; and Geological Engineering 372 (Geological Engineering of Land Use)--title, prerequisites & catalog description.

Geological Engineering 246 (Remote Sensing)--new course--was referred back to the committee since the question was raised of its duplicating material offered in geology courses. The referral motion included instructions that Jim Maxwell, geology, provide the committee with pertinent data.

Johnson also moved, and received approval, of a restatement of Plasma Physics (Nuclear Engineering 425 and Physics 425) as a co-listed course (item 31, Report No. 1, 72-73).

Johnson indicated the committee would like to propose a policy of trial offerings of new, elective courses. The Chair ruled the proposal be deferred as old business in order that the policy be discussed and reviewed by Council members with the faculty of their departments. Dean McFarland indicated there was some need to control graduate offerings wherein the blanket 'experimental course' numbers are used.

4.519 Personnel. Harry Weart reported all but two review committees have been established and are working on the office review assignments. The December deadline for initial reports remains: further information will be included in a future DISGEST. He also noted that an instrument for reviewing the performance of officers in in the process of development.

4.522 Student Affairs. Bob Medrow had no report on revision of the MANUAL OF INFORMATION to include scheduling/advising features (August 24, 1972; II, 1.1). Medrow moved appointment of Professor Elizabeth Cogell to replace Professor Jean Walker as a designated member of the Sub-committee on Female Student Affairs. Passed.

4.603 Committee of Department Chairman. Glen Haddock announced the chairmen felt the only pass/fail information required was a listing of the number of elective hours in each curriculum--information that was in the hands of all chairmen.

Wayne Teft moved the previous action separating University Day and National Merit Day in 1973 be rescinded. Arguments presented in favor of the motion included the confusion of students receiving two invitations, the exhibits prepared for University Day which would not be available if the dates are separate, and the diminishing returns for smaller departments where few students are hosted. Passed 28 to 0. Ralph Schowalter moved the Public Occasions committee be instructed to choose a date for 1973. Passed.

Jim Tracey, Vice-Chairman, took the chair and Otto Hill introduced the following resolutions, noting they were not intended to be approval or rejection of the idea of having a cultural arts facility merely anticipation of the requirements if it is desirable. Both resolutions were accepted without a dissenting vote.

RESOLUTION I

WHEREAS, The mission of the University of Missouri at each of its campi, includes the instruction of students in the cultural heritage of our society as well as service as a cultural center for the local citizenry, and,

WHEREAS, UMR presently lacks facilities dedicated to these purposes;
RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to appoint immediately a special committee of appropriate faculty, student and administrative representatives having at least the following charge:

(1) To collect data and information on the basic requirements and typical costs for an instructional Cultural Arts Facility for UMR and to present its findings to the Academic Council at its meeting on February 15, 1973.

(2) To examine the status and the nature of any specific restrictions on funds presently pledged to Phase II of the University Center expansion and the availability of such funds for a proposed Cultural Arts Facility.

(3) To explore and report to the Academic Council on the availability of private foundation and federal funds that may be available for such a facility.

RESOLUTION II

WHEREAS, The University of Missouri system has the real or imaginary reputation of being disinclined to provide state funds for facilities serving cultural entertainment as well as instructional purposes;

RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to enter into discussions with the University-Wide Administration concerning the availability of state funds for an instructional Cultural Arts Facility for the UMR campus and to report the results of these discussions to the Academic Council at its January 18, 1973 meeting.

Lon Pearson asked why the catalog galley proofs were not sent to departments, especially since some internal editing was planned. In the past, this had been done.

Ken Robertson noted he had received a letter from the Security and Traffic Safety committee in response to issues he had raised with regard to parking procedures and rules. The response indicated some new rules have been approved by the committee. He requested the committee report these to the Council in December.

The meeting was adjourned at 3:45PM.

Respectfully submitted

Lance Williams, Secretary
November 20, 1972

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED***
MEMORIAL RESOLUTION

Dr. Don L. Frizzell

Professor of Geology

Don L. Frizzell was born at Bellingham, Washington, October 19, 1906. He died at Jefferson City, Missouri, in Still Hospital on October 17, 1972, two days before his 66th birthday. He was buried at Rolla, Missouri, on October 19, 1972. His death terminated a long and productive career of professional occupation, scholarship, and teaching.

Dr. Frizzell's teaching activities began in 1945 and ceased late in September of 1972, just a few weeks before his death. This period spanned the latter two-thirds of his professional life. The first third was spent in the employment of two petroleum companies as a paleontologist. He worked for Shell Oil Company in 1936 after graduating from Stanford University and was employed for one year. In 1937, he took employment with the International Petroleum Corporation and spent seven years with that company in the oil fields of Peru and Ecuador. From 1945 to 1946 he was self-employed as a consulting geologist. In 1946, he joined the faculty of the University of Texas. During his three-year tenure with the university, he spent summers working as a geologist for the Texas Bureau of Economic Geology in Austin. It was in 1948 that he came to Rolla to begin his work with the students and faculty of the Department of Geology in the University of Missouri School of Mines and Metallurgy.

Dr. Frizzell, although a teacher of merit, who cared for both the academic and personal interests of his students, was first and foremost a scholar of exceptional ability. His capabilities as such were focused in the area of
invertebrate paleontology. As a student, his interests centered on the study of mollusks, but when he entered professional life, he concentrated his efforts on the then developing science of micropaleontology, an area of study that was so influential in the successful exploitation of the extensively rich oil fields of South America and the Gulf Coast region of the United States.

This interest in attacking new approaches in paleontology was the keynote of his career. When he completed his work on Foraminifera to his satisfaction, he opened new avenues of study in the area of holothurian sclerites and was instrumental, with the aid of his wife, Dr. Harriet Exline Frizzell -- a noted scholar of araneology (spiders) -- in producing a monograph on the subject and inspiring the contributions of other paleontologists. As a result he was asked to collaborate in compiling the section of Holothuroidea (sea cucumbers) in the landmark paleontological reference series, "Treatise on Invertebrate Paleontology". This finished, he turned his attention to the study of earstones of fish (otoliths) both recent and fossil. This area of investigation occupied his research abilities until his death. Again, he was endeavoring to open an avenue of research into an area that has hardly been considered by paleontologists in this country, or for that matter, other countries of the world.

In a sense, Dr. Frizzell was a scientific pioneer who left a well-marked trail for others to follow, and his trail blazing has brought honor to the Department of Geology and Geophysics and to the University of Missouri - Rolla.

The faculty of the University of Missouri - Rolla wishes to express its sorrow at the loss of Dr. Frizzell as well as its appreciation for his years of service and dedication to scholarly research. Therefore, it
is hereby resolved that a copy of these observations be recorded in the minutes of the meeting of the Academic Council of the University of Missouri - Rolla, November 17, 1972, and that a copy be sent to Mary Margaret Exline Schwartz, the sister of Dr. Harriet Exline Frizzell.

Committee:

Ray E. Morgan, Chairman
John Koenig
A. C. Spreng

Passed
II 4
11/16/72

Transmittal Letter/Order (follows)
Mrs. John E. Schwartz
1599 Iowa Avenue
Bend, Oregon 97701

Dear Mrs. Schwartz:

You will be gratified to know of the many expressions of appreciation which have been expressed by faculty members regarding Professor Frizzell's services to the University. The enclosed resolution was unanimously adopted by the faculty on Thursday, November 16, and in transmitting this to you, I want to add my personal expression of gratitude for the many years of service he rendered to this institution and especially to our students.

Professor Ray E. Morgan served as chairman of the committee which prepared the resolution. Working with him were Mr. John Koenig and Dr. A. C. Spreng.

Not only will Professor Frizzell's warm personal friendship be a loss to us, but also his dedicated interest in our students.

Sincerely,

Merl Baker
Chancellor

Enclosure
b.c.: Dr. Lance Williams
MEMORANDUM TO: Members of the Academic Council

FROM: Jim Pogue, Member, Staff Benefits Committee

SUBJECT: Graduated Vesting Resolution (I, 9.1)

Listed below is the basic information that I presented orally at the Academic Council meeting on Thursday, October 19.

1. The present retirement fund of the University is approximately 40 million dollars.
2. The interest from this fund now pays all annual retirement benefits.
3. The present retired payroll is approximately one million dollars annual.
4. To provide full vesting at five years with no derivative benefits would necessitate an additional annual expenditure of $520,900.
5. To provide full vesting at five years with derivative benefits similar to our present ones would necessitate an additional annual expenditure of $1,050,000.
6. To provide graduated 5-10 year vesting with derivative benefits similar to our present ones would necessitate an additional expenditure of $500,000.
7. Approximately five years ago when the University adopted ten-year vesting, five-year vesting was considered but was rejected by both the actuary and staff benefits committee.
8. At the May meeting of the Staff Benefits Committee in 1972, five-year vesting was again considered and rejected.

In requesting the costs of various alternatives of vesting (see items numbered 4, 5, and 6 above), the University provided (as I understand it) no special or qualifying bits of information to the actuary, but did ask for and did receive the costs of those three types of vesting. It is my understanding that it is the actuary's responsibility to assemble all necessary information relative to actuarial studies—a function of his employment by the University. He has or has access to all personnel information relative to the University of Missouri; he is provided whatever additional information he requests. But it is his responsibility to make the study and to provide the University with requested information.

If there should be additional information that the Academic Council wishes concerning its earlier resolution, I will be pleased to seek the information if at all possible. Also, as a representative of this campus on the Staff Benefits Committee, I am available to represent the faculty on that committee.

J. C. Pogue
Memorandum To: Mr. Joseph D. Wollard, Business Officer  

From: Dudley Thompson, Dean of Faculties  

RE Mailing of Parking Decals  

Joe, the Traffic Safety Committee has come up with a recommendation which it states that if implemented, the recommendation will satisfy the needs of the faculty, staff and students concerning the mailing of parking decals. This recommendation over the signature of the Chairman, Dr. Efton Park, Jr., is attached.

Pursuant to the directive which you and I received from Chancellor Baker, I would appreciate it if you would see that this recommendation is implemented.

Dudley Thompson  
Dean of Faculties  

CC: Chancellor Merl Baker  
Dr. Otto Hill  
Dr. Lance Williams  
Dr. Efton Park
Memorandum To: Dean Thompson

From: Efton Park, Jr., Chairman, Traffic Safety Committee

Re: Mailing of Parking Decals

After careful deliberation the committee recommends that:

"The university police office makes provision for accepting mailed checks accompanying applications for parking permits and the subsequent mailing of permits providing they can be delivered by campus mail (university offices and dormitories)."

It is felt that if this recommendation is implemented, it will satisfy the needs of the faculty, staff and students.

Efton Park, Jr.
Associate Professor
MEMO TO: UMR Academic Council

FROM: Admissions & Academic Standards Committee

RE: Proposal for Changes in Requirements for Awarding Dual Baccalaureate Degrees

The A & AS Committee concurs in principle with the recommendation of the Committee of Deans (Dean Thompson's Memo to the Academic Council of October 16, 1972) and proposes the following new policy on the awarding of dual baccalaureate degrees:

Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit required for the second baccalaureate degree will be based on the student's educational background and determined for each case by the academic department which offers the curriculum leading to the second degree. The Chairman of the department will submit a list of the specific course and credit hour requirements together with the student's transcript to the Dean of the school, for his approval. This list will then be forwarded to the Registrar and constitute the official requirement for the second degree.

A minimum of 18 semester hours additional credit is required. Defeated 27 to 0.

Amend: per Bill Snow - Defeated 23 to 10

J. Johnson noted amendment to 14 hours. Amend to 14 hours.
November 2, 1972

MEMO TO: UMR Academic Council

FROM: Admissions & Academic Standards Committee

RE: Criteria for Grade Point Requirements of Transfer Students

The A & AS Committee submits the following proposals for your consideration without recommendation:

I. No restriction will be placed on the GPA maintained at UMR after transfer.

Pros: It treats all students as we treat our own, i.e., only a certain overall GPA determines graduation.

Cons: A student may counter a poor performance here with easy courses from another university which, although they do not count as hours toward graduation, inflate the GPA.

II. No restriction will be placed on the GPA maintained at UMR for students transferring within the University System. Other students must attain a 2.0 GPA in courses taken at UMR.

Pros: It does not hinder transfer within the system and fosters the idea that we consider sister campuses to be of comparable value to Rolla.

Cons: There is obvious discrimination against all other students.

III. All students transferring to Rolla must maintain a GPA of 2.0 in courses taken at UMR, for graduation.

Pros: Treats all non-UMR students alike.

Cons: Treats all non-UMR students as though they were academically suspect, even though they may have come from equal or superior campuses.
MEMORANDUM TO: UMR Academic Council
FROM: Academic Council Curricula Committee
RE: Committee Report No. 3, 72-73

The following course additions and changes have been received and considered by the ACCC. The committee recommends that they be approved.

46. Engineering Mechanics, curricula changes:
   1. "EMe 100 - Statics and Dynamics ... 5 hrs" to "EMe 50 - Statics ... 3 hrs" and "EMe 160 - Dynamics ... 3 hrs"
   2. "Electives ... 3 hrs" to "Electives ... 2 hrs"

47. Geological Engineering 246, Remote Sensing, new course. Credit hours (1 lecture, 2 lab), prerequisites (GeE 50), catalog description ("A survey of the principles of multi-band remote sensing.")

48. Geological Engineering 371, Advanced Geology for Engineers, change of course title (to "Advanced Geological Engineering"), catalog description ("A survey of the application of geology to the solution of civil engineering problems. Both qualitative and quantitative aspects considered. Field Trips required." to "Quantitative and qualitative analyses of engineering problems involving earth materials. Emphasis on engineering aspects of earth materials, inter-relationships between geologic processes and material reactions, and factors influencing deformation of earth materials.").

49. Geological Engineering 372, Advanced Geologica; Engineering, change of course title (to "Geological Engineering of Land Use"), prerequisites (GeE 371 to consent of instructor), catalog description ("A detailed and quantitative study of the engineering aspects of earth materials, structures and processes. Special emphasis on urban considerations and recent technology in the discipline. Field trips and term paper are required." to "A study of the influence and contribution of geologic factors on land-use planning, investigation of the interaction between geologic conditions and processes and the design and operation of engineered facilities. Analysis of the impact of land development on the geologic region. Field trips and term project required.").

The Curricula Committee wishes to make the following correction to Item 31 of Committee Report No. 1, 72-73. This item should read:
31. **Nuclear Engineering 425** and **Physics 425**, Plasma Physics. This will be a co-listed course, a new course for Nuclear Engineering and a course-change for Physics. Credit hours (3 lecture), prerequisites (NE 361 or consent of instructor for Nuclear Engineering; Phy 411 for Physics), catalog description ("Fundamentals of kinetic theory, fluid equations, MHD equations, and applications: wave propagation, shielding effect, diffusion stability, and charged particle trajectories.").

**Physics 421**, Plasma Physics, changed to Phy 425 (above description).

The Curricula Committee proposes the following policy be adopted regarding requests to offer new elective courses:

"Before submitting a formal request for Academic Council approval, all new elective courses must be offered and taught at least once and not more than twice on a trial basis. (Courses which are to be required in a curriculum are not affected by this proposal and must receive approval before they are offered using current guidelines.) The decision to offer a trial course rests with the department offering the course. The title, number, prerequisites, credit hours, and a short description of a trial course must be submitted to the Registrar prior to preregistration each time the course is offered. (It is hoped that every effort possible would be made to submit this material to the Registrar in time to be included in the Schedule of Classes used for preregistration.) Also prior to preregistration, the department offering the trial course should notify all other departments that the course will be offered and supply them with details of the course. The UMR Digest is recommended as a means of accomplishing this latter requirement. So that trial courses may be readily identified for purposes of scheduling, advising, etc., a prefix "T" will be included as a part of the course number, e.g., ChE T289. The "T" will not be recorded on the student's permanent record."

Respectfully submitted,

James W. Johnson  
AC Representative on ACCC
### Freshman Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Credit</th>
<th>Second Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>10 Intro. to Engr.</td>
<td>1</td>
<td>EM 20 Basic E.M. Applications</td>
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</tr>
<tr>
<td>Effective Hum. or Soc. Sci.</td>
<td>3</td>
<td>Phy. 23 Engr. Physics I</td>
<td>4</td>
</tr>
<tr>
<td>Calc. With Anal. Geom. I</td>
<td>5</td>
<td>Econ. 100 Principles of Econ. I</td>
<td>3</td>
</tr>
<tr>
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<td>Military or Aero Science (if elected)</td>
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### Sophomore Year

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<tr>
<td>50 Engr. Mech.-Statics</td>
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<td>EM 110 Mechanics of Materials</td>
<td>3</td>
</tr>
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<td>.Sc. 73 Basic Sci. Programming</td>
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<td>EM 120 Materials Testing</td>
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<tr>
<td>hy. 24 Engineering Physics II</td>
<td>4</td>
<td>CE 230 Elem. Fluid Mech.</td>
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<td>CE 232 Elem. Fluid Mech. Lab.</td>
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### Junior Year

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<tr>
<td>EM 160 Engr. Mech.-Dynamics</td>
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<td>EE 283 Electronic Dev. &amp; Amp.</td>
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<td>EM 211 Materials of Engr.</td>
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<td>EE 284 Electronics Lab</td>
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<tr>
<td>EE 281 Electrical Circuits</td>
<td>3</td>
<td>ME 219 Thermodynamics</td>
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<td>Elective Engineering Mechanics†</td>
<td>3</td>
<td>Elective Engineering Mechanics†</td>
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<td>Elective Mathematics†</td>
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<td>Elective Mathematics†</td>
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<tr>
<td>Elective Hum. or Soc. Sci.</td>
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<td>Elective Free Elective†</td>
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### Senior Year

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<tr>
<td>ME 225 Heat Transfer</td>
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<td>Elective Engineering Mechanics†</td>
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<td>Phy. 107 Atomic &amp; Nuc. Phy.</td>
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<td>Elective Technical†</td>
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<td>Elective Hum. or Soc. Sci.</td>
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1 M-10,20,30,40 or AS-10,20,30,40 may be elected in the Freshman and Sophomore years but is not credited toward a degree.

2 To include at least one course in each of the following two areas: Literature and American History or Political Science. (See School of Engineering requirements.) History 60, History 102, and Political Science 90 will satisfy state requirements as to Missouri constitution.

3 To be either English 1, English 60, English 85, or English 160.

† All electives must be chosen in conference with the student's advisor. A maximum of one
**Proposed:**

### Engineering Mechanics

#### Freshman Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Credit</th>
<th>Second Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>M 10-Intro to Engr</td>
<td>1</td>
<td>EM 20-Basic EM Applications</td>
<td>2</td>
</tr>
<tr>
<td>Chem 5-General Chem for Engrs</td>
<td>4</td>
<td>ET 10-Engr Draw &amp; Descr Geom</td>
<td>3</td>
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<tr>
<td>Engl 1-Rhetoric &amp; Composition</td>
<td>3</td>
<td>Math 21-Calc with Anal Geom II</td>
<td>5</td>
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<tr>
<td>Elective-Hum or Soc Sci**</td>
<td>3</td>
<td>Phy 23-Engr Physics I</td>
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<td>Math 8-Calc with Anal Geom I</td>
<td>5</td>
<td>Econ 100-Principles of Econ I</td>
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<td><strong>16</strong></td>
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#### Sophomore Year

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<tr>
<td>EM 50-Engr Mech - Statics</td>
<td>3</td>
<td>EM 110-Mechanics of Materials</td>
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<td>CSc 73-Basic Sci Programming</td>
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<td>EM 120-Materials Testing</td>
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<td>Math 22-Calc with Anal Geom III</td>
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<td>Math 201-Element Diff Equations</td>
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<tr>
<td>Phy 24-Engr Physics II</td>
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<td>CE 230-Element Fluid Mech</td>
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<td>Elective-Hum or Soc Sci**</td>
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<td>Basic Military (if elected)*</td>
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<td><strong>Total</strong></td>
<td><strong>16</strong></td>
<td><strong>Total</strong></td>
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#### Junior Year

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<tr>
<th>First Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>10-Engr Mech - Dynamics</td>
<td>3</td>
<td>EE 283-Electronic Dev &amp; Amp</td>
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<tr>
<td>EM 211-Materials of Engr</td>
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<td>ME 227-Thermal Analysis</td>
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<td>EE 281-Electrical Circuits</td>
<td>3</td>
<td>Elective-Engineering Mechanics***</td>
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<td>Elective-Engineering Mechanics***</td>
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<td>Elective-Mathematics***</td>
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<td>Elective-Mathematics***</td>
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<td>Elective-Free Elective***</td>
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<td>Elective-Hum or Soc Sci**</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>18</strong></td>
<td><strong>Total</strong></td>
<td><strong>18</strong></td>
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#### Senior Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Credit</th>
<th>Second Semester</th>
<th>Credit</th>
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<tbody>
<tr>
<td>ME 205-Mechanical Engr Design</td>
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<td>Elective-Engineering Mech***</td>
<td>3</td>
</tr>
<tr>
<td>Phy 107-Atomic &amp; Nuc Phy</td>
<td>3</td>
<td>Elective-Technical***</td>
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<tr>
<td>Elective-Engineering Mech***</td>
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<td>Elective-Technical***</td>
<td>15 *15</td>
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<tr>
<td>Elective-Technical***</td>
<td>6</td>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
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</tbody>
</table>

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*M-10,20,30,40 or AS-10,20,30,40 may be elected in the Freshman and Sophomore years but are not creditable toward a degree.

**To include at least one course in each of the following two areas: Literature & American History or Political Science. (See School of Engineering Requirements.) History 60, History 102, and Political Science 90 will satisfy requirements as to Missouri Constitution.

***All electives must be chosen in conference with the student's advisor. A maximum of one course per semester from the free elective or technical elective area may be taken pass/fail.
Present: 4. ELECTRICAL ENGINEERING

**FRESHMAN YEAR**

<table>
<thead>
<tr>
<th>Semester</th>
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<tbody>
<tr>
<td>EE 10 - Introd. to EE</td>
<td>1</td>
<td>EE 20 - Introd. to EE Design</td>
<td>1</td>
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<tr>
<td>Chem 5 - Gen. Chem. for Engrs.</td>
<td>4</td>
<td>Engineering Graphics</td>
<td>2</td>
</tr>
<tr>
<td>Elective - Communications</td>
<td>3</td>
<td>Math 21 - Calculus + Analyt Geom II</td>
<td>5</td>
</tr>
<tr>
<td>Math 10 - Calc + Analyt Geom I</td>
<td>5</td>
<td>Phy 23 - General Physics</td>
<td>4</td>
</tr>
<tr>
<td>Hist 60 - American Civilization</td>
<td>3</td>
<td>Econ 100 - Prin. of Econ I</td>
<td>3</td>
</tr>
<tr>
<td>Military or Aero Sci (if elected)</td>
<td>3</td>
<td>Military or Aero Sci (if elected)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>16</td>
<td><strong>Total</strong></td>
<td>15</td>
</tr>
</tbody>
</table>

**SOPHOMORE YEAR**

| EE 61 - Fundamentals of EE I | 3 | EE 63 - Fundamentals of EE II | 3 |
| CSc 73 - Introd. to Comput Techn | 2 | Math 201 - Differential Equations | 3 |
| Math 22 - Calc + Analyt Geom III | 4 | EE 150 - Dynamics | 2 |
| Phy 2B - General Physics II | 4 | Elective - Hum or Soc Sci | 3 |
| EM 50 - Statics | 3 | Electives | 3 |
| Military or Aero Sci (if elected) | 3 | Phy 107 - Atomic & Nuclear Phys | 3 |
| **Total** | 16 | **Total** | 17 |

**JUNIOR YEAR**

| EE 210 - Elec Engr Lab I | 2 | EE 220 - Elec Engr Lab II | 2 |
| EF 265 - Circuit Analysis I | 3 | EE 267 - Circuit Analysis II | 3 |
| EE 275 - Fields and Waves I | 3 | EE 273 - Fields and Waves II | 3 |
| Math 253 - Math for Engr | 3 | EE 253 - Electronic Circuits I | 3 |
| EE 251 - Prin of Semicond | 3 | EE 201 - Energy Conversion | 3 |
| Electives - Hum or Soc Sci | 3 | Electives - Hum or Soc Sci | 3 |
| **Total** | 17 | **Total** | 17 |

**SENIOR YEAR**

| EE 203 - Power Systems | 3 | EE 243 - Communications Systems | 3 |
| EE 230 - Elec Engr Lab III | 2 | EE 240 - Elec Engr Lab IV | 2 |
| EE 231 - Control Systems | 3 | ME 227 - Thermal Analysis | 3 |
| EE 211 - Digital Circ and Systems | 3 | Electives | 6 |
| Electives | 6 | Electives - Hum or Soc Sci | 3 |
| **Total** | 17 | **Total** | 17 |

**NOTE:** All electives must be chosen in conference with student's advisor

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1. To be either English 1, English 60, English 25, or English 160
2. Or Pol Sci 90, or Hist 102
3. M10, 20, 30, 40, or AS10, 20, 30, 40 may be elected in the freshman and sophomore yrs.
4. To be ET 11 or ET 121 or equivalent. ET 10 may be substituted for the combination of EE 20 and ET 121 or ET 10 by transferring students.
5. See Page ___ on requirements in Humanities and Social Sciences
6. Six hours are restricted to approved technical electives; nine hours are free electives. Free electives may be taken pass-fail.
November 16, 1972

Report to Academic Council
from the Committee of Department Chairmen

The CDC recommends the statement "courses which are used to meet only the credit hour requirement for graduation" be used along with the descriptive parenthetical statement in the council's action to distinguish in questionable cases on free electives.

A first draft, listing the number of hours of free electives in each curriculum has been prepared. However, corrections are being made due to incorrect analysis originally and the fact that several Engineering departments are in the process of revising their requirements.

Respectfully submitted,

[Signature]

Glen Haddock
Chairman, CDC
Action was taken at the last Council meeting to separate National Merit Scholar Day from University Day for 1973. Since this action was taken with very little discussion and since many faculty members feel that such action would be unwise, I plan to bring before the council at the next meeting a motion to reconsider, with the hope that the action will be rescinded. Some of the arguments pro and con are given below:

One of the best arguments for holding these events on the same day is that otherwise the Merit Scholars will receive two invitations, one for University Day and one for Merit Scholar Day, and many will likely be confused about just when they should show up. Consequently, some will show up at one time and some another, and the Merit Scholar program will be weakened.

The second point is that faculty and students will have exhibits prepared and will be on hand for University Day and the enthusiasm generated will probably not carry over to a second Saturday for the Merit Scholars. This again, will weaken the Merit Scholar program.

A third point is that if Merit Scholar Day is combined with University Day, provision may be made for those students who have not made a definite choice of field of study to visit with advisors from other departments and for visits to these departments. If the two events are not combined, this arrangement can be made only if the full complement of faculty is on hand both days.

And finally, some merit and non-merit scholars must come at the same time because of transportation arrangements. Much confusion and
indecision will be avoided if both events are held at the same time.

The strongest argument in favor of separating the events is that the average student feels discriminated against, primarily because of the free lunch given to the Merit Scholars. As a means of partially countering this argument, I would like to propose that all students and parents be given a free lunch, separating the two groups with perhaps the Merit Scholars going to the Carney and hearing the Chancellor speak, while the others go to the student union and hear an entertaining speaker like Tom Beverage expound the merits of coming to Rolla. This is not to imply that our Chancellor is not an entertaining speaker, but rather that if the students have a pleasant luncheon, they are much less likely to complain about the possibly preferential treatment given to the Merit Scholars. This proposal would only cost a few hundred dollars, which would be partially or largely compensated for by not having to keep the buildings open on two Saturdays. Whatever the cost, it would be more than compensated by the tuition if one additional enrolled. And if faculty time is considered valuable (as indeed it must be), holding both events on the same day would result in substantial cost saving.

Wayne E. Tafft
TO: Academic Council Members

FROM: Otto H. Hill

RE: A UMR Cultural Arts Facility

During the last fifteen years UMR has been forced to focus its limited resources on developing the facilities and staff required to service its historical instructional commitment to the fields of science and engineering. While many may argue that much remains to be done in these areas, others will suggest that a consideration of some other neglected missions of the university is long overdue.

One of the missions of each campus of the University of Missouri system is to provide opportunities for its students to experience and explore the cultural heritage of our society. A second mission should be to serve as a cultural center for the residents of the state residing within reasonable commuting distance of the campus. The University of Missouri-Rolla has proven itself unable to satisfactorily perform either of these services with its present facilities and programs.

The first remedial step in satisfying the above missions is a firm commitment by the university to establish some type of Cultural Arts Facility on the UMR campus. UMR possesses the talent and expertise within its present faculty and student body to design, specify and utilize a facility of this type. The requirements extend beyond the simple provision for "an auditorium", although this feature would form a principal ingredient.

According to UMR administrative officers, the proposed Phase II of the University Center is scheduled to incorporate some type of auditorium, and alumni and friends of UMR have already pledged over one Megabuck for the expansion. Funding is described as the principal hang-up. If one can extrapolate from past experience, it would appear that one possibility of additional funding would be revenue bonds to be retired from fees and service charges accumulated under the combined "auxiliary enterprizes" department of the university. Students are the principal providers of such monies, and it appears to me to be a conceptual error to ask the student body to pay for a facility whose principal purpose should be instruction and not entertainment per se. It is custom and habit to ask students to pay for personal creature comforts, but this facility should be the proverbial horse-of-a-different-color.

Some have mentioned that the University of Missouri has a unique custom of its own; it has not provided funds for facilities of this type on any of its campi. If so, it were a grievous fault, and grievously hath Missouri answered for it. Missouri State Colleges (Universities) have never suffered from this aberration. When a UMR alumnus becomes an
industrial Chairman of the Board, he has to depend upon his Stephens College alumnus wife to brief him that Tchaikovsky's Nutcracker is not a pecan sheller, while he prepares his acceptance speech as Chairman of the Fund Raising Committee of the local Council of the Arts. IT'S TIME FOR A CHANGE!

A not unimportant additional consideration is the apparent necessity of expanding the mix of our student clientele. UMR is presently planting a one-cash-crop. The yields are declining, and the possibilities of short term disasters are always with us. A facility of this type will not only expand the educational experience of our present clientele but will carry us a long way toward expanding the class of student interests which we can serve and the types of students which we can attract.

On the basis of these "brief" considerations, which any casual contemplator can expand upon at his (her) own leisure, I propose the following resolutions to assist the local and university-wide administration in establishing priorities for the development of this campus.

RESOLUTION I

WHEREAS, The mission of the University of Missouri at each of its campi, includes the instruction of students in the cultural heritage of our society as well as service as a cultural center for the local citizenry, and,

WHEREAS, UMR presently lacks facilities dedicated to these purposes; RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to appoint immediately a special committee of appropriate faculty, student and administrative representatives having at least the following charge:

(1) To collect data and information on the basic requirements and typical costs for an instructional Cultural Arts Facility for UMR and to present its findings to the Academic Council at its meeting on February 15, 1973.

(2) To examine the status and the nature of any specific restrictions on funds presently pledged to Phase II of the University Center expansion and the availability of such funds for a proposed Cultural Arts Facility.

(3) To explore and report to the Academic Council on the availability of private foundation and federal funds that may be available for such a facility.

RESOLUTION II

WHEREAS, The University of Missouri system has the real or imaginary reputation of being disinclined to provide state funds for facilities serving cultural entertainment as well as instructional purposes; RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to enter into discussions with the University-Wide Administration concerning the availability of state funds for an instructional Cultural Arts Facility for the UMR campus and to report the results of these discussions to the Academic Council at its January 18, 1973 meeting.
To: University of Missouri-Rolla FACULTY  
Re: AGENDA for Academic Council meeting; Thursday, December 14, 1972  
1:30 P.M., G-5 Humanities-Social Sciences Building  

I. Approval of MINUTES of meeting of November 16, 1972 (Vol. II, #4).  

II. UNFINISHED Business:  
A. Curricula Committee proposal for a trial course policy.  
   (Jim Johnson; Wayne Tefft)**  

III. Reports of ADMINISTRATIVE RESPONSES to actions approved by the  
Academic Council:  
A. Resolution of UMR computer facility and centralization--  
   October 13, 1972; II, 3.7. (President Ratchford/Chancellor  
   Baker). **  
B. Availability of University vehicles for staff use in the  
   vicinity of Parker Hall--September 21, 1972; II, 2.5. (Joe  
   Vollard)  
C. Legal counsel opinion on certificates--October 19, 1972;  
   II, 3.3. (Jackson Wright/Lance Williams)**  
D. Student use of multi-purpose facilities on Friday nights--  
   November 16, 1972; II, 4.3. (Burr Van Nostrand)  
E. Dual baccalaureate degrees--November 16, 1972; II, 4.1.  
   (Bob Lewis, Registrar)**  
F. Degree cumulative GPA requirements for transfer students--  
   November 16, 1972; II, 4.2. (Bob Lewis, Registrar)**  
G. Appointment of special Cultural Arts Facility committee--  
   November 16, 1972; II, 4.8. (Chancellor Baker)**  
H. Board of Curators approval of UMR By-laws revisions--  
   August 24, 1972; II, 1.4 & 5. (Chancellor Baker)  

IV. Reports of Standing or Special COMMITTEES:  
A. 4.513 Assemblies, Programs and Public Occasions  
   1. Specification of common University Day and National  
      Merit Day for 1973/ resolution of November 16, 1972  
      --II, 4.7. (Gabe Skitek)  
B. 4.515 Computer  
   1. Response to President Ratchford's memorandum on  
      the UMR computer facility. (Jim Tracey)**  
C. 4.516 Curricula  
   2. Revised Geological Engineering 246--referred back  
D. 4.519 Personnel  
   1. Progress report on evaluation of campus offices--  
      August 24, 1972; II, 1.7.  
   2. Instrument for evaluating administrative officers--  
      August 24, 1972; II, 1.6. (Harry Peart)  
E. 4.522 Student Affairs  
   1. Revision of MANUAL OF INFORMATION to include scheduling,  
      advising features--August 24, 1972; II, 1.1.  
   2. Constitution of new organization.  
   3. Resolution on inactive organizations. (Bob Medrow)**  
F. 4.533 Security and Traffic Safety  
   1. New parking rules for visitors, holiday periods, and  
      free-open lots. (Efton Park)
AGENDA Academic Council
December 14, 1972

V. NEW BUSINESS:
   A. Procedural Resolution on proxy voting for Academic Council representatives from Rules, Procedures & Agenda. (Tom O'Keefe)**
   B. Student referendum Pass/Fail resolution. (Steve Roemer)**
   C. Inter-campus transfer policy resolution. (Wayne Cogell)**
   D. KNSM and its future. (Bill Tietze, Station Director)

E. Announcements from the floor.

Lance Williams, Secretary
Academic Council

**Indicates attachments which are sent all Council members.
Otto Hill, Chairman, called the meeting to order at 1:35PM in G-5 of the Humanities-Social Sciences building.

The minutes of the October 19, 1972 meeting (Vol. II, #4) were approved as distributed.

As unfinished business, Jim Johnson moved acceptance of the revised description of Geological Engineering 246 (Remote Sensing for Site Evaluations). Jim Maxwell indicated the revisions satisfied his earlier objections. The motion passed.

Johnson also reintroduced the Curricula Committee proposal for a trial course policy. Wayne Tefft proposed an amendment to require the school/college deans to act as screening group for trial courses. Jim Johnson then moved to amend the amendment to avoid complications surrounding the determination of a percentage of duplication. Johnson's amendment was accepted 19 to 9. Dan Babcock then moved to amend the amended amendment to require the Curricula Committee to act as the screening body. Defeated 18 to 9. The Tefft amendment passed 16 to 12. Jim Maxwell introduced an amendment to require the use of previously available staff for any trial course, defeated. The main motion, to establish the trial course policy, was then defeated.

The following responses to previous actions of the Academic Council were provided by those administratively responsible:

President C. Brice Ratchford responded, via Chancellor Baker, to the resolution of October 19, 1972 (II,3.7) on UMR's computer facility and computing centralization. His letter indicated a commitment to centralization and a desire to experiment with parallel systems and campus allocations.

The availability of University vehicles in the vicinity of Parker Hall continues to hinge on construction in the area. Re: September 12, 1972; II,2.5.

Jackson Wright, General Counsel, indicated his belief that the certificate proposal should be sent to the Board for its specific approval. Re: October 19, 1972; II,3.3. John Dahm moved the following 'housekeeping' resolution on the subject, which passed 26 to 4:

RESOLVED, That the Academic Council considers that it has completed its charge and refers the matter to the University of Missouri-Rolla administration for any further action, SUBJECT TO THE CONDITION that any certificate program subsequently developed be referred to the Academic Council and/or the General Faculty for consideration and approval prior to its implementation.

Burr Van Nostrand reported the Athletic Department and the Athletic Committee concurred with the Council resolution permitting student use of half the basketball court on Friday evenings - Faculty Reservation Night. The Chancellor has been appraised of the change. Re: November 16, 1972; II,4.3.

Lauren Peterson, Associate Director of Registration and Records, indicated the dual baccalaureate degree rules would be instituted by his office. Re: November 16, 1972, II,4.1. A motion was passed to make the effective date January 1, 1972. The 1973/74 MANUAL OF INFORMATION will include the new policy.
Peterson also indicated the new transfer student cumulative GPA rules will be applied beginning in the Fall 1973 and the TRANSFERRING TO UMR booklet will so indicate. Re: November 16, 1972; II,4.2.

Chancellor Baker has appointed an Ad Hoc UMR Cultural Arts Facility Committee as requested in the resolution of November 16, 1972. (II,4.8)

Otto Hill reported a conversation with Vice-President Unklesbay revealed that the By-laws revisions (August 24, 1972; II,1.4 & .5) had been okayed by Counsel Wright, the Vice-presidents, President Ratchford and was presently in the hands of a Board committee. Hopefully, approval will be forthcoming by March 1973. Unklesbay's advise was to proceed with the assumption they would all be approved.

The following Standing Committee reports were presented, and actions taken:

4.513 Assemblies, Programs and Public Occasions. Gabe Skitek reported on the Council resolution to have University Day and National Merit Day together (November 16, 1972; II,4.7). The committee recommended November 16-17, 1973--National Merit on November 16-17, University Day on November 17. Ralph Schowalter moved adoption of the recommendation. Ken Robertson introduced an amendment to provide a meal for the National Merit students on the evening of November 17--defeated. The Committee's recommendation was passed, including the suggestion that students and parents who register for the events be given free football game tickets. Skitek also discussed the fact that follow-up letters to students who attended National Merit and University Days were sometimes too numerous, resulting in overkill. Dan Hinkle agreed, citing students who indicated disgust with the number of appeals sent them after attending a function on the campus. The committee is recommending some coordinated program be devised at the level of the Chancellor and Deans.

4.515 Computer. Jim Tracey provided the Council with the Committee's response to President Ratchford's letter. In summary, it reiterates no blanket opposition to centralization, indicates the feasibility and desirability of linking the UMR 360/50 to the Columbia computer, especially through a gradual process of load transfer, questions the economy of establishing a parallel system that would handle 80% of the load and leave only 20% for the 360/50, and suggests that good cost figures are available for all computing on campus. Tracey further indicated his belief that no 4 year cost study could be done by UMW so the Committee had done one on its own: Based on Columbia's having a 370/165 the costs, over 4 years, for 1) the continuance of the 360/50 = $550,000, for 2) two 360/20's and a S7 = $850,000 and for 3) a 370/145 = $1,200,000. The MacDonald Study favored 1), the system coordinator likes 3), and UMW seems to prefer 2). It was also noted that computing costs per student at UMR average about $90 which compares with $100-150 for comparable institutions.

4.516 Curricula. Jim Johnson moved report No. 4,72-73. Lon Pearson asked for separation of items 60 and 61. Dan Babcock asked why the 100 numbered EE courses were being changed to 200 numbers--especially with a new catalog listing them as 100's in other curricula. The Council voted approval of the following course additions and changes: Education 360 (Teaching for Responsible Behavior: A Valuing Approach to Drug Abuse and Other High Risk Behaviors)--new course, Electrical Engineering 170 (Principles of Electrical Engineering)--to EE 280, Electrical Engineering 171 (Electrical Circuits)--to EE 281, Electrical Engineering 173 (Electronic Devices and Amplifiers)--to EE 283, Electrical Engineering 174 (Electronics)--to EE 284, Electrical Engineering 175 (Control Systems)--to EE 285, Electrical Engineering 176 (Control Systems)--to EE 286, Electrical Engineering 177 (Fundamentals of Electrical Machines)--to EE 287, Geology 131 (Lithology)--deleted, and Geology 234 (Petrology and Petrography)--credit hours from 3 to 4. Lon Pearson questioned the value of a one hour introductory course to a discipline (as proposed for Mathematics). It was suggested that it was a useful way of initiating contact with freshmen majors and keeping in touch with them at a time when they are adjusting to college. Mathematics 1 (Introduction to Mathematics)--new course and math curriculum changes adding it to the freshman requirements and reducing
4.519 Personnel. Harry Weart noted that the reports from committees reviewing administrative offices were due December 15. He knew of two that would be completed on time. He indicated the committee has had no success in finding an instrument for measuring effectiveness of personnel and is consequently faced with generating one of their own.

4.522 Student Affairs. Bob Medrow reported the MANUAL OF INFORMATION revision for faculty/student advising was not near completion. He moved approval of the constitution of the U.M.R. Cycling Club—passed. Medrow also moved withdrawal of recognition from Gamma Alpha Delta, Bahai Club, Interfaith Council, Esperanto Association, and Muslim Student Association. The motion was adopted.

4.533 Security and Traffic Safety. Hector MacDonald reported on recent changes in parking rules and regulations. Anyone with a valid sticker may use lot 20C near the Multi-purpose building after 11:30AM. Valid stickers, for the same category lot, will permit use of any lot on November 22, and December 21-January 5 (while school is out of session but not official holidays)—on a trial basis. Lot 21, south of the new University Center, will be for visitors only. Visitors who are cited, are being given a 'forgiveness' card to be returned to the Traffic Safety Office. Personal cars may be parked in the vacated slot at General Services when a University car is being used.

Steve Roemeran introduced the Pass/Fail Enrollment plan submitted to the students on the Student Council Referendum of November 16. Seventy-eight percent of the student's who responded indicated approval of the plan. Tom O'Keefe moved referral of the plan to the Committee of Department Chairmen with instructions to involve the student sponsors in their deliberations and to report the March 1973 Council meeting. Motion passed.

Lance Williams introduced the following inter-campus transfer resolution which was adopted.

WHEREAS, The concept of one University of Missouri with multiple campuses is being developed;
WHEREAS, This idea of unity should be expressed in inter-campus transfer procedures;
WHEREAS, The faculty has recognized responsibilities and authority over curricula;
WHEREAS, A preference to take the initiative rather than have University-Wide creation of policy seems to exist; and
ACADEMIC COUNCIL  
Vol. II, # 5  

WHEREAS, UMR has recently clarified and collected its transfer rules:

RESOLVED, That the UMR Academic Council respectfully requests the President arrange a meeting of the registrars and appropriate faculty for the University of Missouri system; and That such a policy be submitted to the faculty of each campus for its approval.

KMSM's future seems in order since no report was given by Bill Tietze, Station Director.

Adjournment was at 3:40PM with Christmas-Holiday greetings to all.

Respectfully submitted

Lance Williams, Secretary  
December 19, 1972  

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED
MEMORANDUM TO: UMR Academic Council
FROM: Academic Council Curricula Committee
Re: Committee Report No. 5, 72-73

The Curricula Committee wishes to correct Item 47 of Committee Report No. 3, 72-73. This item should read:

47. Geological Engineering 246, Remote Sensing for Site Evaluations, new course. Credit hours (2 lecture, 1 lab), prerequisites (GeE 50), catalog description ("An introduction to the principles of remote sensing. Application of remote sensing techniques to geological engineering evaluations of sites for engineering projects. Survey of uses to the mineral industries and public works.")

The policy regarding requests to offer new elective courses proposed by the Curricula Committee will be brought again before the Academic Council for discussion and possible action. The recommended policy is:

"Before submitting a formal request for Academic Council approval, all new elective courses must be offered and taught at least once and not more than twice on a trial basis.* (Courses which are to be required in a curriculum are not affected by this proposal and must receive approval before they are offered using current guidelines.) The decision to offer a trial course rests with the department offering the course. The title, number, prerequisites, credit hours, and a short description of a trial course must be submitted to the Registrar prior to preregistration each time the course is offered. (It is hoped that every effort possible would be made to submit this material to the Registrar in time to be included in the Schedule of Classes used for preregistration.) Also prior to preregistration, the department offering the trial course should notify all other departments that the course will be offered and supply them with details of the course. The UMR Digest is recommended as a means of accomplishing this latter requirement. So that trial courses may be readily identified for purposes of scheduling, advising, etc., a prefix "T" will be included as a part of the course number, e.g., ChE T289. The "T" will not be recorded on the student's permanent record."

It is both intended and expected that trial courses meet all academic and administrative requirements to which similar formally-approved courses at UMR are subject. The primary benefits of this policy would be to allow departments to introduce elective courses to meet recognized needs without undue delay and/or to substantiate the need for adding elective courses.

Respectfully submitted,

James W. Johnson
AC Representative on ACCC
Memo To: Lance Williams, Secretary, Academic Council

From: Wayne E. Tefft

Subject: Agenda item for December meeting of the Academic Council

I wish to propose the following amendment to the policy recommendation submitted to the Academic Council by the Curricula Committee at the November meeting.

Strike the sentence, "The decision to offer a trial course rests with the department offering the course". and replace it with the following:

"A department wishing to offer a trial course must first secure the agreement of all of the school deans that the course does not substantially duplicate (50% or more duplication shall be considered substantial) a course being offered in another department. In the event of a disagreement between a dean and a department, the trial course must be submitted to the Academic Council for approval."

Wayne E. Tefft
Wayne E. Tefft

WET: mmm

[Handwritten notes:]

unanimous
* permission of the school deans
Jim Johnson: amend, to amend, passed 1972
* secure permission of the Curricula Committee
"... dean ..." (substitute: Curricula Committee)
Babcock: Defeated 1872
November 15, 1972

TO: Chancellor Merl Baker

FROM: C. Brice Ratchford

Dear Merl:

Thank you for your letter of November 3, 1972, and the enclosures relative to computing including, "Resolution of the Academic Council" and "Resolution of Student Council." I have read the material and would make the following comments, which you may feel free to pass on to the Councils if you wish.

The Board has recommended to the Administration that we decrease overall computing costs while at the same time providing efficient and effective services to the students and faculty of this institution. We have elected to do this by providing a centralized computing facility outfitted with an adequate number of terminals to provide outstanding services to the users. We have been working at this centralization process for about fifteen months. In that period of time we have provided to St. Louis and Kansas City users efficient and effective services for computing. Our activities in Kansas City and St. Louis appear to have confirmed the fact that good computing can be provided by a network from a central computer.

It is not intended that centralization of computing will degrade services. It is felt that by "pooling our resources" we can provide more effective computing for a lesser number of dollars.

It is our intention to proceed with centralization of computing. However, we will proceed cautiously and carefully to assure that (a) there is not a degradation of services, and (b) that each added component of the network functions properly.
This means that we will begin removing the computing load from the Rolla Computer, while at the same time maintaining that facility and operating parallel systems to determine that the terminal access to the central machine is functioning properly. It is also intended that during the parallel operation period techniques for use of the terminals will be developed and established in a suitable routine.

The Student Council resolution speaks to a disparity between the allocation of funds for the various campuses. As Vice President Emmons pointed out to the Computing Committee at Rolla, and also to the Board at a recent Meeting, this is our first cut at the distribution of funding. Prior to the last three months, we have not had any use statistics on Engineering Computing from a central computer. This has occurred because both the Engineering College at Rolla and the Engineering College at Columbia had their own hardware and a different internal auditing scheme than that utilized in the central 360/65 computer. It is our intention to use the statistics gathered between now and July 1st, 1973, to develop an equitable and effective use-funding algorithm.

I would appreciate it very much if students and faculty on all campuses would enter into these efforts to centralize with a spirit of experimentation and cooperation. I'm confident that we can provide outstanding computing facilities at a lesser cost. Why don't we give it a try?

Very truly yours,

C. BRICE RATCHFORD
President

CBR: mk
December 7, 1972

To: Academic Council MEMBERS

Re: Action on "certificate" proposal

In order to clear this item from future Council agendas the following action is recommended:

WHEREAS, The UMR Academic Council has provided guidelines for the development of a certificate program (October 19, 1972; II,312) and has requested UMR judgment on the legality of such certificates (October 19, 1972; II,3.3); and

WHEREAS, the University of Missouri Counselor has questioned the validity of the proposed certificates:

RESOLVED, That the Academic Council considers that it has completed its charge and refers the matter to the University of Missouri-Rolla administration for any further action, SUBJECT TO THE CONDITION that any certificate program subsequently developed be referred to the Academic Council and/or the General Faculty for consideration and approval prior to its implementation.

Otto Hill, Chairman Academic Council

John Dahm, Chairman Rules, Procedures & Agenda Committee

Dahm moved II 12-14-72
Passed 12-14-72
26 to 4
December 5, 1972

TO Dr. Otto Hill
   Chairman of Academic Council

SUBJECT:

As of November 16, 1972, the Admissions and Registrar's Office has begun to implement the new policy on dual baccalaureate degrees. This new policy will be incorporated into the 1973-74 Manual of Information when it is printed.

For the new transfer students entering UMR for the first time during the 1973 fall semester we plan to apply the rule requiring them to maintain a 2.0 cumulative grade point average on courses taken at UMR for graduation. We plan to include this new rule in the Transferring to UMR publication which is prepared and distributed to prospective transfer students. Also, this new rule will be incorporated in the 1973-74 Manual of Information.

Lauren A. Peterson
Associate Director of Registration and Records
To: Dr. David Oakley, Chairman
  Dr. Bruce H. Green
  Dean Adrian H. Daane
  Mr. John Dietzman
  Mr. Gary Fears

From: Chancellor Merl Baker

RE Membership on an Ad Hoc UMR Cultural Arts Facility Committee

At the November 16, 1972 meeting of the Academic Council, the following resolution was unanimously approved by the members present and voting.

RESOLUTION I

WHEREAS, The mission of the University of Missouri at each of its campuses, includes the instruction of students in the cultural heritage of our society as well as service as a cultural center for the local citizenry, and,

WHEREAS, UMR presently lacks facilities dedicated to these purposes, RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to appoint immediately a special committee of appropriate faculty, student and administrative representatives having at least the following charge:

(1) To collect data and information on the basic requirements and typical costs for an instructional Cultural Arts Facility for UMR and to present its findings to the Academic Council at its meeting on February 15, 1973.

(2) To examine the status and the nature of any specific restrictions on funds presently pledged to Phase II of the University Center expansion and the availability of such funds for a proposed Cultural Arts Facility.
(3) To explore and report to the Academic Council on the availability of private foundation and federal funds that may be available for such a facility.

In response to this charge, I have solicited nominations from students, faculty, staff and administration for appointment to this committee, and your name was among those submitted by your colleagues. It is a pleasure for me to offer you an opportunity to serve on this committee, and I trust that you will provide it with the skill and effort that it requires to meet its charge. It is true that we are all faced with increasing demands upon our time, but this particular service may be one of the most important actions initiated by the University of Missouri - Rolla during this academic year.

The committee is authorized to expand its original charge to accommodate any information that it develops during the course of its deliberations.

I am asking Dr. David Oakley to serve as chairman of this committee. If you are unable to accept this appointment, please contact Dr. Oakley soon so that an alternate appointment may be made.

Best wishes for success in this activity.

MERL BAKER
Chancellor

MB/mlc

cc: Dr. Lance Williams
Dr. Otto H. Hill
Memorandum to: Academic Council and Members of the Faculty Committee on Assemblies, Programs and Public Occasions

From: G. G. Skitek, Chairman

Re: Meeting December 4, 1972 (minutes)

Present: Wolf, Jenks, Flanigan, Mackaman, Skitek, Mike Hurst, Mike Ragan. Also present: Gordon Lewis, Sally White, Marilyn Pogue, Bayless and Jim Johnson

Gordon Lewis, Chairman of the sub-committee on National Merit Day events, suggested that we have two days, Friday-Saturday, for National Merit combined with a Saturday University Day. National Merit students would have a special program and dinner on Friday so as to reduce the discrimination. On Saturday, the Merit program would be slanted toward the parents while the students would go through our University Day program.

Considerable amount of discussion took place with the following end results:

1. That the University Day student that visits our campus should not be treated as a second rate citizen.
2. We should provide a meal for our University Day students.

Motion: Moved by Johnson and seconded by Flanigan that Nov. 16-17 (1973) be selected as dates for our University Day and National Merit. (National Merit Nov. 16-17 and University Day Nov. 17). Also that students and parents that register for these events be given free football tickets. (Motion passed)

Amend: Robertson: Nov. 17 pm meal for Natl. Merit students. (Defeated)

Motion: Moved by Bob Wolf and seconded by Johnson that a decision be made on the Chancellor and Deans' level as to the follow up letters that were sent to our University Day and National Merit student visitors. A policy should be formulated on who should receive the registration information and who should make the response or responses. (Motion passed)

The above matter was brought forward since there is a feeling that some groups mis-use the registration information to the extent that a student is flooded with information that may indicate to him that we are un-coordinated and running scared. It was suggested that students interested in several departments of a given school could receive one follow-up letter from the dean of the school.
MEMORANDUM TO: Members, Academic Council

FROM: UMR Computer Committee

RE: President Ratchford's Response to Academic Council Resolution on Computers (memo to Chancellor Baker dated November 15, 1972)

The referenced response seems to represent a misunderstanding between the President and the UMR faculty. This is a little unfortunate because the Committee continues to believe that our objectives are the same - quality computing at reasonable cost. The Committee, then, wishes to make the following points for clarification.

1. The Committee is not opposed to centralization. Plans have been underway for a year to connect Rolla into a computer network to offer an improved range of computing services.

2. There are no technical reasons why our 360/50 cannot be linked to the Columbia computer and serve as Rolla's terminal to the network. The only question is, "Is it the best kind of terminal for Rolla in terms of total cost and performance?" Our studies indicate that at present, it is. It appears that this configuration will save the University over $300,000 compared to other alternatives.

3. It is possible to proceed to centralization without necessarily removing the computing load from our present computer. A very attractive approach is to let the 360/50 transfer some of its workload to the Columbia computer over the link.

4. There is a serious economic danger in transferring the routine 80% of our computing load to a parallel system. What about the possible 20% that cannot be transferred? This 20% is clearly much more expensive when running alone on an underutilized 360/50. Pressures to drastically degrade or terminate such applications would become irresistible. The Committee does not support
such a risky, expensive and unnecessary experiment.

5. We have very good records on computing statistics for all departments on the Rolla campus. The McDonnell-Douglas review team was extremely impressed with the quality and quantity of data we were able to furnish.

Please refer to a memo from Professor Lee to the UMR Faculty and Staff for our best estimate of computing services available for the next year or two. Note that the present plan is to network the 360/50 and transfer the typewriter terminal work to Columbia.

Again, it is unfortunate that attempts to consider the 360/50 as a terminal to the Columbia computer have been misconstrued to mean lack of cooperation. Hopefully, this document will clarify our position.
MEMORANDUM TO: UMR Academic Council
FROM: Academic Council Curricula Committee
RE: Committee Report No. 4, 72-73

The following course additions and changes have been received and considered by the ACCC. The committee recommends that they be approved.

50. Education 360, Teaching for Responsible Behavior: A Valuing Approach to Drug Abuse and Other High Risk Behaviors, new course. Credit hours (3 lecture), prerequisites (senior standing or consent of instructor), catalog description ("A study of specific methods, strategies, and techniques to help students from kindergarten to twelfth grade to develop value-sharing attitudes and decision-making skills, based on sound information, which will inhibit their involvement in such high risk behaviors as drug abuse.")

51. Electrical Engineering 170, Principles of Electrical Engineering, change of course number (to EE 280).

52. Electrical Engineering 171, Electrical Circuits, change of course number (to EE 281).

53. Electrical Engineering 173, Electronic Devices and Amplifiers, change of course number (to EE 283).

54. Electrical Engineering 174, Electronics, change of course number (to EE 284).

55. Electrical Engineering 175, Control Systems, change of course number (to EE 285).

56. Electrical Engineering 176, Control Systems, change of course number (to EE 286).

57. Electrical Engineering 177, Fundamentals of Electrical Machines, change of course number (to EE 287).

58. Geology 131, Lithology, deletion.
59. Geology 234, Petrology and Petrography, change of credit hours (2 lecture, 1 lab to 2 lecture, 2 lab), prerequisites (Geol 131, 211 to Geol 113, 211), catalog description ("The chemical composition, mineralogy, texture, mode of occurrence, and origin of rocks are studied. Laboratory work consists of the study of thin sections with the petrographic microscope. Second semester, two lectures and three laboratory hours per week." to "The chemical composition, mineralogy, texture, mode of occurrence, and origin of rocks are studied. Laboratory work consists of the study of hard specimens and thin sections with the petrographic microscope. Second semester, two lectures and six laboratory hours per week.").

60. Mathematics 1, Introduction to Mathematics, new course. Credit hours (1 lecture), catalog description ("Introduction to the department, program of study, methods of study, and an introduction of the various areas of mathematics. Required of fall semester freshmen mathematics majors.").

61. Mathematics, curricula changes:
   1. Freshman Year, First Semester, add: "Math 1--Introduction to Mathematics ... 1".
   2. Senior Year, Second Semester, change "Electives ... 7" to "Electives ... 6".

The Curricula Committee wishes to make the following correction to Item 49 of Committee Report No. 3, 72-73. The portion of the catalog description which now reads: "Analysis of the impact of land development on the geologic region." should be changed to read "Analysis of the impact of land development on the geologic regimen."

Respectfully submitted,

James W. Johnson
AC Representative on ACCC
CONSTITUTION OF THE U.M.R. CYCLING CLUB

I. NAME
A. U.M.R. Cycling Club
B. Insignia of club

II. PURPOSE
A. To encourage the use of bicycles as recreational vehicles
B. To promote the use of bicycles as transportation for environmental and health reasons

III. MEMBERSHIP
A. Classes of membership
   1. Regular members— presently enrolled undergraduates or graduate students of U.M.R.
   2. Associate members— presently employed members of the university staff of U.M.R.
B. Qualifications of members
   1. Regular members must be enrolled undergraduate or graduate students of U.M.R.
   2. Only regular members may vote
   3. Dues must be paid within one month after joining the club
C. There shall be a faculty advisor recommended by the officers and approved by the club membership
   1. He shall be appointed or re-appointed yearly
   2. He shall have the right to speak, but not to vote

IV. OFFICERS
A. Officers of the club shall be as follows:
   1. President
   2. Vice-President
   3. Treasurer
   4. Secretary
Memorandum To: Academic Council Members

From: Robert Medrow, Chairman, Student Affairs Committee

RE Recommendation for the withdrawal of recognition from six student organizations.

Based upon the Committee's meeting of November 29, 1972, the following motion will be made.

Whereas the following organizations:

1. Gamma Alpha Delta
2. Bahá'í Club
3. Interfaith Council
4. Esperanto Association
5. Muslim Student Association

have not, for several semesters, complied with the Manual of Information directive concerning the submission of officer and membership lists; have not made use of the services (room permits, etc.) offered by the Office of Student Personnel during this time; and have engaged in no activities known to individuals who were most recently known to be involved with these groups,

Be it resolved that recognition is withdrawn from these organizations.
December 7, 1972

TO: Members of the UMR Academic Council

FROM: Rules, Procedures & Agenda Committee

RE: Policy on Alternate Voting Members of the UMR Academic Council

Earlier in its history the AC adopted the following operational Guideline:

"1) In order to encourage faithful attendance at both regular and special meetings of the Academic Council, the policy of disallowing proxy votes by substitute members or other means shall be followed. The Chair will extend the courtesy of allowing a proxy to observe and to address the assembly, when notified that said proxy is in attendance."

The operational experience of the AC suggests that a reconsideration of this philosophy might be in order.

If one assumes that:

(a) The voting membership specification of the AC was intended to provide for proportional representation of faculty and administration opinions on matters of concern to UMR, and

(b) That there will exist occasions when other academic, professional or defensible personal demands will force a voting member to be absent during all or part of a scheduled session of the AC, and

(c) The voting members of the AC are dedicated to participation in its activities and would not deliberately fail to meet the responsibilities of this office, then

in order to insure that a proper sample of opinion is obtained on all issues coming before the Academic Council, the following Procedural Resolution is recommended:

PROCEDURAL RESOLUTION

WHEREAS, the voting membership of the Academic Council was designed to provide for the sampling of opinion on the basis of proportional representation of all segments of the faculty and administration;

RESOLVED, that all persons holding voting membership in the UMR Academic Council may authorize an appropriate person of their choice to serve in their stead at a meeting of the Council and to exercise all the rights and privileges of the regular member, provided that the regular member submits the name of the person so authorized in writing to the Secretary of the Academic Council prior to the meeting at which he will serve.

App. person is defined as any individual who could satisfy the requirement for membership on the Academic Council as a voting member.

Amendment: This privilege may be exercised at most twice a year.

Amendment: This privilege may be exercised at most twice a year.
A NEW PROPOSAL FOR REGULATION OF PASS/FAIL ENROLLMENT

1.1 For the purpose of this proposal the term "Pass/Fail" elective shall mean, A) any course to be used toward graduation which a student's department specified by an hourly requirement only; B) any course to be used toward graduation which is not specified to come from a specific discipline (i.e., requirements such as "4 hours of a modern language", "3 hours of humanities", "3 hours of technical electives", "3 hours of social studies", would all be Pass/Fail electives. "3 hours of mathematics", "6 hours of English", would not be Pass/Fail electives.)

2.1 No student may apply the Pass/Fail option to more than 20% of the credit hours used toward graduation.

2.2 Any block of Pass/Fail electives falling under Part B of the definition of Pass/Fail electives may be declared by a given department not to be a block acceptable for credit toward graduation when taken Pass/Fail. However, any student who has used the Pass/Fail option on such a course prior to his department's declaration may not be denied use of that course toward graduation unless he took it when enrolled in a different department.

2.3 All Pass/Fail electives may be taken Pass/Fail when not in conflict with sections 2.1 and 2.2.

2.4 Any course may be declared by a given department as acceptable for credit toward graduation when taken Pass/Fail.

2.5 Any course not used for credit toward graduation may be taken Pass/Fail.

2.6 No student shall be required to take any course Pass/Fail.

3.1 At least five school days before pre-registration for a semester begins each department shall: post its Pass/Fail policies and provide each advisor with an ample supply of copies of these regulations to be given to his advisees.

3.2 After the posting of policy, any changes in a department's policy shall apply only to those semesters which follow the semester that regulations were posted for.

4.1 A student may register for a course under the Pass/Fail option by placing the notation "P/F" in the "remarks" column of his schedule card opposite the course, and having his advisor approve the notation by initialing it.

4.2 Instructors shall not be notified except by the student of a Pass/Fail enrollment.

4.3 When a course is taken Pass/Fail a grade of A, B, C, or D shall be recorded "S" by the registrar. F shall be recorded, "U".
4.4 After the end of the 6th week of a semester no student shall change the grading option of any course.

4.5 Pass/Fail credit will not be used in computing grade point average.

WHEREAS, more than 78% of the students responding to question five on the Student Council Referendum of November 16 have supported the proposed changes in the present Pass/Fail system,

RESOLVED, the new proposal for the regulation of Pass/Fail should be put in effect as soon as is possible.

Steve Roemer
Dan Hinkle
Rosemary Rois
Richard Chiles
Mike Hurst

The Rules, Procedures & Agenda Committee makes the following recommendation:

MOVED, That the proposal and resolution be referred to the Committee of Department Chairman with instructions that they involve the student sponsors in their considerations and recommendations.

w/report back to AC in March '73.
WHEREAS, The concept of one University of Missouri with multiple campuses is being developed;
WHEREAS, This idea of unity should be expressed in inter-campus transfer procedures;
WHEREAS, The faculty has recognized responsibilities and authority over curricula;
WHEREAS, A preference to take the initiative rather than have University-Wide creation of policy seems to exist; and
WHEREAS, UMR has recently clarified and collected its transfer rules:

RESOLVED, That the UMR Academic Council respectfully requests the President arrange a meeting of the registrars and appropriate faculty representatives to formulate a common inter-campus transfer policy for the University of Missouri system; and
That such a policy be submitted to the faculty of each campus for its approval.

Wayne Cogell
Lance Williams
January 11, 1973

To: University of Missouri-Rolla FACULTY

Re: AGENDA for Academic Council meeting; Thursday, January 18, 1973; 1:30PM; C-5 Humanities-Social Sciences building

I. Approval of MINUTES of meeting of December 14, 1972 (Vol. II, #5) with the following CORRECTIONS: On page 1 the effective date for the Dual Degree rules implementation should have been JANUARY 1, 1973, not 1972; and on page 4 the words "representatives to formulate a common inter-campus transfer policy..." should be inserted after "...appropriate faculty" in the RESOLVED section of the inter-campus transfer resolution.

II. UNFINISHED Business: none

III. Reports of ADMINISTRATIVE RESPONSES to actions approved by the Academic Council:
   A. Availability of University vehicles for staff use in the vicinity of Parker Hall--September 21, 1972; II,2.5. (Joe Vollard)
   B. Board of Curators approval of UM&R by-laws revisions--August 24, 1972; II,1.4 & .5. (Chancellor Baker)
   C. Inter-campus transfer policy--December 14, 1972; II,5.10. (President Ratchford/Dean Thompson)
   D. Availability of state funds for instructional Cultural Arts Facility--November 16, 1972; II,4.9. (Chancellor Baker)

IV. Reports of Standing or Special COMMITTEES:
   A. Curricula
      1. Course additions and changes: Report 6, 72-73. (Jim Johnson)
   B. Personnel
      2. Instrument for evaluating administrative officers--August 24, 1972; II,1.6. (Harry Yeart)
   C. Student Affairs
      1. Revision of MANUAL OF INFORMATION to include scheduling advising features--August 24, 1972; II,1.1. (Eob Medrow)

V. New Business:
   A. Election of Secretary for the Academic Council, Spring semester 1973. (Bill Andrews/Rules, Procedures & Agenda)

Lance Williams, Secretary
Academic Council
Chairman Otto Hill called the meeting to order at 1:35PM in G-5 of the Humanities-Social Sciences building.

The minutes of the December 14, 1972 meeting (Vol. II, #5) were approved with the following corrections: The dual baccalaureate degree rules were effective as of January 1, 1973; "representatives to formulate a common inter-campus transfer policy" belongs after "appropriate faculty" in the RESOLVED section of the inter-campus transfer resolution.

Hill introduced Robert Montgomery to replace Lance Williams as a Social Sciences representative and Ernst Bolter to replace Richard Rechtien as a Geology representative. Joe Wollard introduced John Vaughan as his new assistant in the Business Office. Also, Donald Askeland replaces Tom O'Keefe as the Metallurgical Engineering representative.

There was no unfinished business.

The following responses to previous actions of the Academic Council were provided by those administratively responsible:

Joe Wollard indicated plans were being made to locate automobiles for staff usage in the vicinity of Parker Hall once construction on Parker Hall and the Mall has been completed. Re: September 21, 1972; II, 2.5.

Otto Hill announced no final word had been received on the disposition of the proposed By-laws revisions. Re: August 24, 1972; II, 1.4 & .5.

Dean Thompson reported on the inter-campus transfer policy resolution—December 14, 1972; II, 5.10. He noted that the issue was being considered under many guises. One specific problem is the matter of course numbering within the University. Although some stimulus to unify the courses is coming through student complaints to legislators, it sometimes misses the point that work taken toward a home economics degree does not necessarily coordinate fully with a philosophy or civil engineering curriculum when a student transfers. Jim Johnson indicated an administrative agreement had been reached between campuses regarding the general numbering categories: 100-299=lower level undergraduate courses, 300-499=upper level undergraduate courses, and 500-699=graduate level courses. The issue was raised as to faculty input in final plans for implementation of any and all matters related to unitary University courses, numbers, etc.

No final report was made on the availability of state funds for an instructional Cultural Arts Facility—November 16, 1972; II, 4.9. Two related memos were distributed. One was a summary of the ad hoc committee's considerations as reported to Chancellor Baker, the other a response from Chancellor Baker indicating his willingness to pursue matters with President Ratchford.

The following Standing Committee reports were presented, and actions taken:

4.516 Curricula. Jim Johnson moved report No. 6, 72-73 which was approved as distributed. New courses approved: Computer Science 83 (Introduction to Machine Language Programming), Engineering Management 386 (Safety Engineering), Engineering Technology 212 (Computer Aided Drafting), Geological Engineering 210 (Undergraduate Seminar), and Mechanical Engineering 337 (Dynamics of the Atmosphere). Courses deleted: Chemistry 7 & 9 (General
Chemistry--Honors), Chemistry 387 (Fundamentals of Protective Coating II), Engineering Management 325 (Practices in Corporate Concentration), Engineering Management 421 (International Management), Engineering Management 422, (International Marketing), Engineering Management 423 (International Finance), and Engineering Management 425 (Seminar in International Business Management). The following course changes were approved: Chemical Engineering 343 (Chemical Engineering Kinetics)--datalog description; Chemical Engineering 443 (Chemical Engineering Kinetics Advanced Topics--title & catalog description; Computer Science 183 (Assembly Language Programming)--prerequisites; Computer Science 368 (Digital Simulation)--prerequisites; Computer Science 460 (Queueing Theory)--prerequisites & catalog description; Computer Science 466 (Nonlinear Optimization)--prerequisites; Computer Science 467 (Nonlinear and Geometric Programming)--prerequisites; Electrical Engineering 302 (Extra High Voltage Engineering)--title, credit hours & catalog description; Engineering Management 385 (Management of Quality Assurance)--catalog description and History 374 (Twentieth Century Technology and Society)--title, prerequisites & catalog description. Johnson also asked that catalog changes not be made prior to final approval of course additions or changes, even though there is some difficulty timing everything on occasion.

4.519 Personnel. No report was submitted from the committee on the evaluation of campus offices or development of an instrument for evaluating administrative officers.

4.522 Student Affairs. Bob Medrow indicated there was no report on the revision of the MANUAL OF INFORMATION to include scheduling/advising features.

Mike Patrick, Humanities, was nominated for Academic Council Secretary for the remainder of the semester. Charles Johnson moved nominations cease. Mike Patrick, 214 Humanities-Social Sciences is the Secretary.

Jim Tracey, Vice-Chairman, took the Chair. Otto Hill introduced a General Resolution on election procedures that specifies details without requiring Curator approval of them. Jim Maxwell's motion to separate part II was defeated 17 to 10. After amendments presented by Glen Haddock to add "no more than" in 1.2 and II.1 and "up to a fixed number of nominees" in II.1 were approved and an amendment to delete "and from" (Departments) in I.2 and II.2 by John Dahm was defeated, the main motion passed as follows:

GENERAL RESOLUTION

STAFFING AND ORGANIZING OF BY-LAWS STANDING COMMITTEES

WHEREAS the UMR BY-LAWS call for the staffing of UMR Standing Committees by faculty elected (a) by/from the General Faculty, (b) by/from the Academic Council, and (c) by/from the School and College, and places restrictions upon the number of committee assignments an individual faculty member may hold and

WHEREAS, it is necessary that some single faculty or administrative agency coordinate and be responsible for these elections in order to insure compliance with the constraints imposed by the UMR BY-LAWS, therefore, be it

RESOLVED, that, acting in the name of the General Faculty, the UMR Academic Council does hereby adopt the following procedures for the election of faculty members to the UMR Standing Committees.

1. REPRESENTATIVES ELECTED BY/FROM SCHOOLS OR COLLEGE

1.1. On/before December 1 of each year the Rules, Procedure and Agenda Committee shall submit to each School and College Dean a list of vacancies on UMR Standing Committees for the next academic year to be filled by School or College elections.

1.2. Upon receipt of this list, each Dean shall request no more than one faculty nominee for each committee to be elected by and from each Department under his jurisdiction, to be returned on/before January 15.
1.3. Each Dean shall prepare a ballot containing the names of these Departmental nominees with instructions to vote for as many nominees as the School or College is required to provide as representatives on each committee. These ballots shall be circulated to the School or College faculty and returned on/before February 15. Approval by a majority of the voting faculty is required for election.

1.4. In those cases where the number of nominees receiving a majority vote is less than the number of committee members to be elected, the Dean shall construct a second ballot containing a number of nominees equal to the number of positions remaining to be filled PLUS ONE, to be selected from the largest vote getters on the first ballot. The faculty shall be instructed to vote for as many nominees for each office as there are positions remaining to be filled on each committee. This second ballot, together with the results of the first ballot, shall be circulated to the School or College faculty and returned on/before March 15.

1.5. In lieu of the procedures described in 1.3 and 1.4, the Dean of a School or College may conduct these elections at a general meeting of the School or College, subject to the condition that the representatives be elected by a majority of the faculty present and voting.

1.6. Each School and College Dean shall report the results of these elections to his faculty and to the Chairman of the Rules, Procedure and Agenda Committee on/before April 1.

II. REPRESENTATIVES ELECTED BY/FROM THE GENERAL FACULTY

II.1 On/before December 1 of each year the Rules, Procedures and Agenda Committee shall submit to each school or College Dean a request for a number of nominees for positions as faculty representatives on UMR Standing Committees elected by/from the General Faculty. In general, the number of nominees requested shall be such as to insure election by majority vote with a single ballot by the General Faculty. Each School or College shall be requested to provide up to the fixed number of nominees for each position.

II.2 Upon receipt of this list, each Dean shall request no more than one faculty nominee for each committee to be elected by and from each Department under his jurisdiction, to be returned on/before January 15.

II.3 Each Dean shall prepare a ballot containing the names of these Departmental nominees with instructions to vote for as many nominees as the School or College has been requested to provide for each committee. These ballots shall be circulated to the School or College faculty and returned on/before February 15. Approval by a majority of the voting faculty is required for election.

II.4 In those cases where the number of nominees receiving a majority vote is less than the number of nominees to be provided, the Dean shall construct a second ballot containing a number of nominees equal to the number of positions remaining to be filled PLUS ONE, to be selected from the largest vote getters on the first ballot. The faculty shall be instructed to vote for as many nominees for each office as there are positions remaining to be filled on each committee. This second ballot, together with the results of the first ballot, shall be circulated to the School or College faculty and returned on/before March 15.

II.5 In lieu of the procedures described in II.3 and II.4, the Dean of a School or College may conduct these elections at a general meeting of the School or College, subject to the condition that the representatives be elected by a majority of the faculty present and voting.

II.6 Each School and College shall report the results of these elections to his faculty and to the Chairman of the Rules, Procedure and Agenda Committee on/before April 1.

II.7 The Rules, Procedures and Agenda Committee shall prepare a list of these nominees for distribution with the Agenda for the next General Faculty meeting and a ballot for these positions with instructions to vote for a number of nominees equal to the number of positions required to be filled. In any case where the number of nominees make it impossible to insure election by a majority vote, the Rules, Procedures and Agenda Committee shall offer a motion to the General Faculty authorizing election by a plurality if necessary. In case of a
tie, the winner shall be decided by the toss of a coin.

II.8 The Rules, Procedures and Agenda Committee shall circulate the results of the General Faculty election in a subsequent issue of the UMR Digest.

III. REPRESENTATIVES ELECTED BY/FROM DEPARTMENTS, GRADUATE SCHOOL, AND APPOINTED BY THE ADMINISTRATION

III.1. On/before February 1 of each year the Rules, Procedures and Agenda Committee shall inform Department Chairman, the Dean of the Graduate School and the Chancellor of those committee positions for which they are obligated to provide representatives for the subsequent academic year. The parties so notified shall be reminded of the BY-LAWS procedures for the selection of the representatives.

III.2. The Department Chairmen, Graduate School Dean and the Chancellor shall provide the required response to the Chairman of the Rules, Procedures and Agenda Committee on/before April 1.

IV. REPRESENTATIVES SELECTED BY/FROM THE STUDENT ORGANIZATIONS

IV.1. On/before February 1 of each year the Rules, Procedures and Agenda Committee shall inform the President of the Student Council and the President of the Graduate Student Association of those committee positions for which their organizations are obligated to provide representatives for the following academic year. The parties so notified shall be reminded of the BY-LAWS procedures for the selection of the representatives.

IV.2. The Presidents of the student organizations shall provide the required response to the Chairman of the Rules, Procedures and Agenda Committee on/before April 1. These responses shall include information on the planned graduation or termination dates of the student representatives.

V. ANNUAL ORGANIZATION OF THE UMR BY-LAWS COMMITTEES

V.1. Upon completion of the election and selection of committees representatives in the Spring semester, the Rules, Procedures and Agenda Committee shall immediately produce a roster of the members of each of the Standing Committees.

V.2. These rosters shall be turned over to the retiring Chairman of each of the Committees with instructions to call an organizational meeting of the new committee prior to the end of the Spring semester. If the Chairman is unavailable, then any other officer or member may be selected to perform this service.

V.3. The retiring or acting chairman shall forward the results of the organizational meeting of the new committee to the attention of the Chairman of the Rules, Procedures and Agenda Committee initiating the request on/before June 1.

V.4. On/before July 1 the Rules, Procedures and Agenda Committee shall forward a list of the members and officers of the UMR BY-LAWS Standing Committees to the Secretary of the General Faculty for subsequent publication and distribution to the General Faculty and staff.

Dean Thompson asked when the procedures would become effective. Hill indicated all letters had been sent departments, Deans, etc. setting up motions to institute them immediately. Hill also noted the representative count had resulted in the loss of a Council member by two departments and the undergraduate students, 1973-75.

April 3 is the deadline for elections for the new Council. All newly elected Council members should check the committee preference form sent their department so that committee elections can take place at the initial meeting in May.

John Dahm presented a resolution of "Thanks" to Lance Williams for one and a half years service as Council Secretary. The meeting adjourned at 2:10PM.

Lance Williams, Secretary
January 24, 1973

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED
Memorandum To: Dr. David Oakley, Chairman
Ad Hoc UMR Cultural Arts Facility Committee

From: Chancellor Meryl Baker
Re: Interim Report on Ad Hoc Instructional Cultural Arts Facility

Dear Dave,

I regret that the Board of Curators meeting keeps me from being present at the Academic Council meeting today. I have noted your memorandum of January 17 concerning the Cultural Arts Facility. There are several avenues which might be explored to obtain this facility and I will seek Dr. Ratchford's advice at an early date.

Whatever may be the need of additional facilities on campus, we must be very cautious not to downgrade to outside parties previously determined needs. I know you can appreciate the value of not downgrading the need of some other departments in order to promote the interest of another important facility.

I will follow the most promising channel to gain this facility. I agree that it is needed.

M.B.

MB/mlc

cc: Dr. Otto H. Hill
Dean Adrian H. Daane
Dean J. Stuart Johnson
Dean G. E. Lorey
Dean R. H. McFarland
Dean T. J. Planje
Dean Dudley Thompson
Dr. Bill L. Atchley
Professor J. Kent Roberts
Memorandum To: Chancellor Merl Baker

From: Dr. David L. Oakley

Re: Interim report on Ad-Hoc Instructional Cultural Arts Facility

1. The committee met on 12 December 1972 and 16 January 1973. A quorum was present each time and a detailed report on all aspects of the charge will be presented to the Academic Council prior to the required date of February 15.

2. The committee is unanimous in its recommendations.

3. There is one matter which the committee will formally recommend - that the proposed auditorium (intended for Phase II) be located in the instructional arts center and in connection with the facilities for art, music and drama instruction, instructional TV, the new FM radio station, and continuing education.

4. The matter with which you must report at this time is finances.
   a) Mr. Stevens has reported that about $550,000.00 is available for Phase II, but there is some question as to whether the donors would prefer that the money remain within the University Center complex.
   b) Mr. Stevens has researched 94 foundations and presented a list of several to the committee, however private sources for funds seem slim.
   c) Mr. Wollard has advised that prospects for state-appropriated funds for capital additions for any institution are slim-to-non-existent at this time. Our best efforts to obtain this money seem to be to show the needs, especially community-related, for this facility and to begin to push. It is anticipated that the final report of this Ad-Hoc committee will reflect these needs and their justifications.

[Signature]

David Oakley
MEMO TO: UMR Academic Council  
FROM: Academic Council Curricula Committee  
Re: Committee Report No. 6, 72-73

The following course additions and changes have been received and considered by the ACCC. The committee recommends that they be approved.

62. Chemical Engineering 343, Chemical Engineering Kinetics, change of catalog description ("A study of the kinetics of homogeneous non-catalytic reactions for flow and non-flow cases. The application of these topics to reactor design is stressed. Second semester." to "A study of homogeneous and heterogeneous catalyzed and non-catalyzed reaction kinetics for flow and batch chemical reactors. Application to chemical reactor design is stressed.")

63. Chemical Engineering 443, Chemical Engineering Kinetics, change of course title (to "Chemical Engineering Kinetics-Advanced Topics"), catalog description ("A study of homogeneous and heterogeneous reaction kinetics with special emphasis on catalysis and applications to industrial problems. First semester." to "A study of homogeneous and heterogeneous reaction kinetics and catalysis with special emphasis on scale-up of chemical reactors")

64. Chemistry 7, General Chemistry, Honors, deletion.
65. Chemistry 9, General Chemistry, Honors, deletion.
67. Computer Science 83, Introduction to Machine Language Programming, new course. Credit hours (2 lecture, 1 lab), prerequisites (entrance requirements), catalog description ("An introduction to a simple computer's machine level programming. Particular instruction related to memory transfers, jumps, registers transfers, shifts and input/output will be investigated. Programs will be written using these instructions to develop good programming practices and structure. The lab will be the implementation of these programs.")

68. Computer Science 183, Assembly Language Programming, change of prerequisites (CSc 73 to CSc 83 or consent of instructor).
69. Computer Science 368, Digital Simulation, change of prerequisites (CSc 218 and Math 215 or 343 to Math 215 or 343 and programming competency).
70. Computer Science 460, Queueing Theory, change of prerequisites (CSc 368 to CSc 368, 364, or Math 343) catalog description ("Review of elementary queueing theory. Detailed ... computer." to
"Review of elementary queueing theory. Detailed study of single and multi-server models with (a) inputs and service times which are exponential, Erlang, constant, and arbitrary, (b) limited source, (c) state dependent service and/or arrival rate, and (d) priority discipline model."

71. **Computer Science 466**, Nonlinear Optimization, change of prerequisites (CSc 360 and 366 to CSc 360, preceded or accompanied by CSc 366).

72. **Computer Science 467**, Nonlinear and Geometric Programming, change of prerequisites (CSc 360 and 365 to CSc 360 or 365).

73. **Electrical Engineering 302**, Extra High Voltage Laboratory, change of course title (to "Extra High Voltage Engineering"), credit hours (lecture 1, lab 1 to lecture 2, lab 1), catalog description ("Extra high voltage measurement techniques are used to investigate high voltage phenomena." to "The physical phenomena associated with high voltage dielectric breakdown are presented. Methods of generating and measuring high voltage and currents are explained. The test methods used in high voltage engineering work are explained and then demonstrated by laboratory testing of high voltage apparatus.").


75. **Engineering Management 385**, Management of Quality Assurance, change of catalog description ("Management and control of manufacturing processes through use of various sampling plans and statistical control techniques. The role of the inspector and concepts of automatic and digital inspection will also be examined." to "An integrated analysis of the quality assurance function. Quality engineering, sampling, inspection, failure analysis and prevention, maintainability, configuration management, and design review are discussed and related. Quantitative aspects of statistical quality control and reliability are introduced in context.").

76. **Engineering Management 386**, Safety Engineering, new course. Credit hours (lecture 3), prerequisites (Junior standing in engineering or Engineering Management), catalog description ("Principles of Safety Engineering applied to industrial situations; job safety analysis and specifications of solutions; reduction of accident rates, frequency and costs; protective equipment, jigs, fixtures and standards; rules, regulations and law.").


81. **Engineering Technology 212**, Computer Aided Drafting, new course. Credit hours (2 lecture, 1 lab), prerequisites (CSc 73, ET 10), catalog description ("Designed to give the student familiarity with computer solutions to problems in Engineering Design Graphics.").

82. **Geological Engineering 210**, Undergraduate Seminar, new course. Credit hours (1 lecture), prerequisites (Senior standing), catalog description ("Discussion of topics of current interest in geological engineering. Outside speakers from government and industry. Selected topics by staff and graduate students. Talks to be followed by open discussion.").

83. **History 374**, Twentieth Century Technology, change of course title (to "Twentieth Century Technology and Society"), prerequisites (Hist 60, 101, 102 to Hist 60, 102, or consent of instructor), catalog description ("Technological achievements since 1900, focusing on the rationalization of industrialism, electronics and communications, materials transportation, technology and the state, agriculture, space technology, scientific and industrial research, and cybernation. The interactions of technology and society in the 20th Century are stressed," to "An investigation of technological achievements since 1900 and their effects on society. Topics include: education in a technological society, technology and the state, the individual and the environment, cybernation, agriculture, scientific and industrial research.").

84. **Mechanical Engineering 337**, Dynamics of the Atmosphere, new course. Credit hours (3 lecture), prerequisites (ME 221, 231), catalog description ("Study of the dynamics and thermodynamics of the atmospheric motion. Applications to weather prediction, climate modification, and air pollution meteorology.").

Respectfully submitted,

James W. Johnson
AC Representative on ACCC
TO: MEMBERS OF THE ACADEMIC COUNCIL
FROM: OTTO H. HILL, CHAIRMAN
RE: RESOLUTION ON COMMITTEE STAFFING

Sorry to be so late but the physics Dept. Girl Friday Corps is down to one and the enclosed was provided courtesy of Ms. Dianne in Thompson's office.

We need to bring some order into all this collection of elected from and by nonsense. We're light this month so I propose we consider it this Thursday. Brine any and all modifications and let's put it to sleep. Think New Business / B. Debate should center around what we as faculty meant when we said "elected".

Hang in there!

Otto H. Hill

GENERAL RESOLUTION

STAFFING AND ORGANIZING OF BY-LAWS STANDING COMMITTEES

WHEREAS the UMR BY-LAWS call for the staffing of UMR Standing Committees by faculty elected (a) by/from the General Faculty, (b) by/from the Academic Council, and (c) by/from the Schools and College, and places restrictions upon the number of committee assignments an individual faculty member may hold and

WHEREAS, it is necessary that some single faculty or administrative agency coordinate and be responsible for these elections in order to insure compliance with the constraints imposed by the UMR BY-LAWS, therefore, be it

RESOLVED, that, acting in the name of the General Faculty, the UMR Academic Council does hereby adopt the following procedures for the election of faculty members to the UMR Standing Committees.

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1.2. Upon receipt of this list, each Dean shall request one faculty nominee for each committee to be elected by and from each Department under his jurisdiction, to be returned on/before January 15.

1.3. Each Dean shall prepare a ballot containing the names of these Departmental nominees with instructions to vote for as many nominees as the School or College is required to provide as representatives on each committee. These ballots shall be circulated to the School or College faculty and returned on/before February 15. Approval by a majority of the voting faculty is required for election.
1.4. In those cases where the number of nominees receiving a majority vote is less than the number of committee members to be elected, the Dean shall construct a second ballot containing a number of nominees equal to the number of positions remaining to be filled PLUS ONE, to be selected from the largest vote getters on the first ballot. The faculty shall be instructed to vote for as many nominees for each office as there are positions remaining to be filled on each committee. This second ballot, together with the results of the first ballot, shall be circulated to the School or College faculty and returned on/before March 15.

1.5. In lieu of the procedures described in 1.3 and 1.4, the Dean of a School or College may conduct these elections at a general meeting of the School or College, subject to the condition that the representatives be elected by a majority of the faculty present and voting.

1.6. Each School and College Dean shall report the results of these elections to his faculty and to the Chairman of the Rules, Procedure and Agenda Committee on/before April 1.

II. REPRESENTATIVES ELECTED BY/FROM THE GENERAL FACULTY

II.1. On/before December 1 of each year the Rules, Procedures and Agenda Committee shall submit to each School or College Dean a request for a number of nominees for positions as faculty representatives on UMR Standing Committees elected by/from the General Faculty. In general, the number of nominees requested shall be such as to insure election by majority vote with a single ballot by the General Faculty. Each School or College shall be requested to provide the same number of nominees for each position.

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II.4. In those cases where the number of nominees receiving a majority vote is less than the number of nominees to be provided, the Dean shall construct a second ballot containing a number of nominees equal to the number of positions remaining to be filled PLUS ONE, to be selected from the largest vote getters on the first ballot. The faculty shall be instructed to vote for as many nominees for each office as there are positions remaining to be filled on each committee. This second ballot, together with the results of the first ballot, shall be circulated to the School or College faculty and returned on/before March 15.

II.5. In lieu of the procedures described in II.3 and II.4, the Dean of a School or College may conduct these elections at a general meeting of the School or College, subject to the condition that the representatives be elected by a majority of the faculty present and voting.

II.6. Each School and College Dean shall report the results of these elections to his faculty and to the Chairman of the Rules, Procedure and Agenda Committee on/before April 1.

II.7. The Rules, Procedures and Agenda Committee shall prepare a list of these nominees for distribution with the Agenda for the next General Faculty meeting and a ballot for these positions with instructions to vote for a number of nominees equal to the number of positions required to be filled. In any case where the number of nominees make it impossible to insure election by a majority vote, the Rules, Procedure and Agenda Committee shall offer a motion to the General Faculty authorizing election by a plurality if necessary. In case of a tie, the winner shall be decided by the toss of a coin.
11.8. The Rules, Procedures and Agenda Committee shall circulate the results of the General Faculty election in a subsequent issue of the UMR Digest.

III. REPRESENTATIVES ELECTED BY/FROM DEPARTMENTS, GRADUATE SCHOOL, AND APPOINTED BY THE ADMINISTRATION

III.1. On/before February 1 of each year the Rules, Procedures and Agenda Committee shall inform Department Chairman, the Dean of the Graduate School and the Chancellor of those committee positions for which they are obligated to provide representatives for the subsequent academic year. The parties so notified shall be reminded of the BY-LAWS procedures for the selection of the representatives.

III.2. The Department Chairmen, Graduate School Dean and the Chancellor shall provide the required response to the Chairman of the Rules, Procedures and Agenda Committee on/before April 1.

IV. ANNUAL ORGANIZATION OF THE UMR BY-LAWS COMMITTEES

IV.1. Upon completion of the election and selection of committee representatives in the Spring semester, the Rules, Procedure and Agenda Committee shall immediately produce a roster of the members of each of the Standing Committees.

IV.2. These rosters shall be turned over to the retiring Chairman of each of the Committees with instructions to call an organizational meeting of the new committee prior to the end of the Spring semester. If the Chairman is unavailable, then any other officer or member may be selected to perform this service.

IV.3. The retiring or acting chairman shall forward the results of the organizational meeting of the new committee to the attention of the Chairman of the Rules, Procedures and Agenda Committee initiating the request on/before June 1.

IV.4. On/before July 1 the Rules, Procedures and Agenda Committee shall forward a list of the members and officers of the UMR BY-LAWS Standing Committees to the Secretary of the General Faculty for subsequent publication and distribution to the General Faculty and staff.
ARGONIZING

AFTER THOUGHT - Just to fill in one other gap we recommend replacing typewritten IV by the item below and relabeling previous IV as V.

IV. REPRESENTATIVES SELECTED BY/FROM THE
STUDENT ORGANIZATIONS.

IV.1. On/before February 1 of each year the Rules, Procedures and Agenda Committee shall inform the President of the Student Council and the President of the Graduate Student Association of those committee positions for which their organizations are obligated to provide representatives for the subsequent academic year. The parties so notified shall be reminded of the BY-LAWS procedures for the selection of representatives.

IV.2. The Presidents of the student organizations shall provide the required response to the Chairman of the R.P.S.A on/before April 1. These responses shall include information on the planned graduation or termination dates of the student representatives.

Otto H. Hill
TO: UMR Faculty

RE: Agenda for Academic Council Meeting; Thursday, February 15, 1973; 1:30 p.m.; G-5 Humanities-Social Sciences Building


II. Unfinished Business: "one"

III. Reports of Administrative Responses to actions approved by the Academic Council:

A. Board of Curators approval of UMR By-Laws Revisions--August 24, 1972; II, 1.4 and .5. (Otto Hill)
B. Inter-campus transfer policy--November 14, 1972, II, 5.10
   (President Patchford/Dean Thompson)
C. Availability of state funds for instructional cultural arts facility--November 16, 1972; II, 4.6. (Chancellor Baker)
D. Uniform Honors Designation--March 16, 1972; I, 3.2. (Dudley Thompson)

IV. Reports of Standing or Special Committees:

A. Admissions and Academic Standards
   1. Report to change graduation requirements (Karl Muhlhauser)
B. Curricula
   1. Course additions and changes: Report 7, 72-73. (Jim Johnson)
C. Personnel
   1. Progress report on evaluation of campus offices--August 24, 1972; II, 1.7. (Harry Yeart)
   2. Instrument for evaluating administrative officers--August 24, 1972; II, 1.6. (Harry Yeart)
D. Student Affairs
   1. Revision of Manual of Information to include scheduling advising features--August 24, 1972; II, 1.1. (Rob Medrow)
   2. Petitions for new organizations. (Rob Medrow)
   3. UMPA Key Privileges (Rob Medrow)
E. Ad Hoc Cultural Arts Facility Committee
   1. Report (David Tablev)
   2. Resolution (Otto Hill)

V. New Business:

A. Resolution on Term Paper advertisements. (M. L. Babcock)
B. Dual Enrollment (Bill Atchley)
Academic Council

OF

The University of Missouri-Rolla

MINUTES of meeting of February 15, 1973

Otto Hill, Chairman, called the meeting to order at 1:33PM in G-5 of the Humanities-Social Sciences Building.

The minutes of the January 18, 1973, meeting were approved as circulated.

There was no unfinished business.

The chair ruled that since no action on the by-laws revision had been taken by the Board of Curators that the Academic Council is now operating on the revised by-laws.

The following responses to previous actions of the Academic Council were provided by those administratively responsible.

Dean Thompson reported that the Inter-campus transfer policy is still being worked on at the University-Wide level.

Otto Hill reported Chancellor Baker's favorable response to the Academic Council's work on the installation cultural arts facility and read his memorandum which emphasized the need for gift funds for this facility. Since it does not contain any reference to U-Wide discussion of the funding philosophy of the facility in question, the chair ruled that the charge from the Council is still in force and the issue shall be carried over to the next meeting.

Dudley Thompson reported that the problem of a Uniform Honors Designation for the University of Missouri had been placed on the agenda of the next meeting of the President with Academic Planning Council. This item is to be carried over to the next meeting.

The Following Standing Committee reports were presented and actions taken:

4.512 Admissions and Academic Standards. Karl Muhlbauer moved the adoption of the following new regulations for requirements for graduation.

Proposed New Regulations

1. A student's cumulative grade point average shall be computed by the Registrar to determine his eligibility for Honors at the time of graduation as defined by the Manual of Information. All courses for which a letter grade has been given will be included in this calculation.

2. A student's curriculum grade point average shall be computed by the Registrar to determine his eligibility for graduation. Only those courses will be included which constitute fulfillment of the degree requirement in his curriculum. The student's major department shall furnish the Registrar with a list of those courses (if any) which he has taken but which are not to be included in his curriculum grade point average.

A minimum curriculum grade point average of 2.0 is required for graduation but with the stipulation that if courses in this category are repeated, only the last earned grade shall be used in the computation.
II. 1. No course in which a student has earned a "C" grade or better may be repeated for credit.

2. A student may repeat a course no more than twice without the special permission of the chairman of the department offering the course and of the dean of the school or college.

Grigoropoulous seconded the motion. Maxwell moved that parts I and II of the motion be separated. Tefft seconded the motion and motion to separate was passed. After some discussion, Andrews moved to refer Part I of the original motion back to committee. Dahm seconded the motion. Muhlauer indicated that the committee would like to have written opinions from the faculty on the question. A straw vote of the Academic Council was taken on Part I with a vote of 23-10 in favor of it. The motion to refer Part I back to committee than was passed. Otto Hill asked the committee also to re-write the regulation in the language of the Manual of Information. Part II was then discussed and Grigoropoulous moved that it also be referred back to the committee. Dahm seconded the motion to refer and the motion was passed. Andrews asked for a straw vote on Part II. Johnson then asked for a separation of one and two of Part two in the straw vote. The Council in the straw voted 17-10 in favor of Part II, 1, and 20-11 in favor of II, 2.

4.516 Curricula. Jim Johnson moved that report No. 7, 72-73 be accepted. Maxwell seconded the motion. The council voted approval of the following additions and changes: Chemical Engineering 20, Introduction to Chemical Engineering Design, new course--Chemical Engineering 345, Biomedical Applications of Transport Phenomena and Material Science, new course--Chemistry 324, Advanced Organic Preparations and Techniques, change of course title (to "Advanced Chemical Preparations and Techniques"), course number (to Chemistry 305), catalog description (from "A course designed to develop facility in the use of equipment and techniques commonly used in advanced work in experimental chemistry."),Chemistry 332, Inorganic Preparations, deletion--Computer Science 465, Integer Programming and Network Flow, change of course title (to "Integer Programming"), prerequisites (from CSc 365 to CSc 360 or 365), catalog description (from "Work flow theory and applications including an introduction to graph theory and combinatorial analysis--Engineering Management 441, Cases in Manufacturing Policy, change of course title (to "Case Studies in General Management")--Mechanical Engineering 237, Applications of Heat and Mass Transfer, new course--Problems (Education) 200, Methods of Teaching Specific Subject Matter in Secondary Schools, change of course description (from "Theory, practice in organizing mathematics, English, history, and science courses into units. Fundamental problems of teaching these specific subject matter area on high school level," To "Theory, practice in organizing mathematics, English, social studies, and science courses into units. Fundamental problems of teaching these specific subject matter area on high school level.").

Jim Johnson then commented on the "woes" of the curricula committee including such problems as repetitious courses changes, unnecessary changes, dropping and reinstating courses, adding and dropping without ever offering courses, individual faculty members making changes without consulting other members of their department. Johnson further noted that more general and shorter descriptions of courses require fewer changes and announced that the committee is not an editorial board. Steve Roemeran observed that he believed students would prefer more precise course descriptions than the more general ones that Johnson advocated.

4.519 Personnel. Harry Weart reported that the deadline for the reports from the individual committees on evaluation of administrative offices had been extended to February 28. The Personnel Committee then will begin compiling its report and have it ready by the last meeting of the Academic Council this year.
Weart further reported that the instrument for evaluating administrative offices to be used in the future will not be completed this year.

Jim Johnson asked if individual reports will be made public. Weart said that the summary report of the Personnel Committee would be made public, but the committee has not yet decided about the individual reports. Weart expressed an opinion that individual reports will amount to a large volume of paper. Hill observed that the reports consists of three phases: The raw data, The Individual Committee reports, and the Personnel Committee reports. Hill suggested that the raw data be filed, the individual reports be given to the Academic Council, and the Personnel Committee report be made public. Robertson emphasized that in gathering the raw data that secrecy was important, so he believed it should not be filed. No final decision was reached on the question.

4.522 Student Affairs. Bob Medrow reported that the revision of the Manual of Information to include scheduling advising features was unfinished. Medrow moved that the constitution of the Crescents of Lambda Chi Alpha be accepted. Robertson seconded the motion. The motion was passed by voice vote.

The Draft Revision of WRHA Key Privileges (January 23, 1973) was also accepted by the Council.

David Oakley, chairman of the Ad Hoc Instruction Cultural Arts Facility Committee, reported that the committee recommends that the facility be given a very high priority on the proposed list of buildings for this campus.

In response to the committee report John Dahm moved to adopt the following resolution.

WHEREAS, the Role and Scope of the Rolla campus as defined by the University of Missouri Board of Curators in January, 1973, charges UMR with the responsibility for serving the University community and for providing some formal instruction in the academic fields of Theatre Arts, Music, Studio Art, Speech and Hearing Sciences, and Radio–TV–Film; and
WHEREAS, the Ad Hoc Cultural Arts Facility Committee has provided a detailed analysis of the physical facility requirements for effectively implementing such instruction which are not presently met on the UMR campus; and
WHEREAS, these instructional, educational and community service opportunities are designed to benefit all students of every disciplinary persuasion, therefore, be it

RESOLVED, that the Academic Council acknowledges that it has examined the Report of the Ad Hoc Cultural Arts Facility Committee and agrees with its findings and recommendations and, furthermore, respectfully requests that the Chancellor reexamine the present priority assignments for new facilities on the UMR campus and make every reasonable effort to implement the facility recommendations of this committee as soon as possible.

Ralph Schowalter seconded the motion. Dahm then moved that the motion be postponed until the next Council meeting to give members time to talk to their constituents about the proposal. Schowalter seconded the motion and the postponement motion was passed. Schowalter then moved that "On behalf of the UMR Faculty, the Academic Council expresses its thanks to the members of the Ad Hoc Cultural Arts Facility Committee for its prompt and detailed response to the charge from the Academic Council." Andrews seconded the motion and the motion carried.
Dan Babcock introduced the following resolution:

WHEREAS, the Manual of Information provides that any student organization "must be devoid of functions or activities that conflict with the primary purpose of the University of Missouri-Rolla, i.e., the education of the student...",

WHEREAS, the encouragement of commercial "term-paper services" conflicts with the basic purpose of assigning term papers, as a learning experience important to the education of the student,

WHEREAS, the Missouri Miner continually carries advertisements for a variety of term paper services, implying by so doing the ethical and intellectual acceptability of substituting the work of another for one's own,

RESOLVED, that the Student Affairs Committee review this practice and report back to the Academic Council on the feasibility of eliminating such advertisements.

Jim Johnson seconded the motion. Rick Remley, editor of the Miner, reported that three of the four term paper advertisements come from a national service which checks all of its ads for integrity and the fourth ad had been checked by the Miner staff. The motion passed with no further discussion.

Dean Johnson moved that the following Dual Enrollment proposal be referred to the Admissions and Academic Standards Committee. Dahm seconded the motion. The motion carried.

Recently the School of Engineering has had difficulty in getting a clear understanding of who has the authority and responsibility of accepting students for dual enrollment. We feel that much of this difficulty has come about because of misuse or misinterpretation of the term, "dual enrollment." A brief statement of our interpretation is that when a student is dually enrolled he has only identified those courses that may be used for graduate credit after he has received his B.S. and may be used if he is accepted as a graduate student.

The meeting was adjourned at 3:30 p.m. in honor of our colleague, Dr. James N. Wise, who is being honored by the University Press on the publication of his book, Sir Thomas Browne's Religion Medici and Two Seventeenth-Century Critics, with a tea at the Student Union at four o'clock this afternoon.

Respectfully submitted

Michael Patrick, Secretary
February 21, 1973

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED***
Dr. Otto H. Hill  
Chairman, Academic Council  
Materials Research  

Dear Otto:

I hope that the minutes of the Academic Council in which the Cultural Arts Center is discussed will be kept strictly within the family. We have two excellent prospects for gifts for a performing arts auditorium, and if these people have any hint that there might be an outside chance for state money, this interest is likely to wane quickly. State funds seem far away, but gift funds could be soon. A serious error would be made to let up on gift funds or make any announcement which would deter our efforts.

Sincerely yours,

Merl Baker  
Chancellor

MB/mlc  
cc: Deans  
Mr. W. Dudley Cress
Memorandum To: Dr. John J. Dahm

From: Dudley Thompson, Dean of Faculties

RE Resolution of the Academic Council Regarding a Uniform Honors Designation System for the University of Missouri

John, during a conversation with Dr. Unklesbay on another matter, I brought up the matter of a uniform honors designation system for the four campuses of the University. He indicated that this had become a matter of growing concern and as of this time was to be included on the agenda of the next meeting of the President with his Academic Planning Council. Tentatively, it is planned to consider and discuss a uniform plan. Whether resolution and implementation follow at this meeting remains to be seen.

Let's keep in touch on this. I will advise you of any tangible followup of which I become aware.

Dudley

DT/dr
cc: Chancellor Merl Baker
     Dr. Otto Hill
Outside door keys to the Women's Residence Hall will be provided to residents of the Women's Residence Hall under the following conditions:

1. Residents who have attained the age of twenty-one years or who are enrolled exclusively as graduate students may obtain a key merely by filing a request form with the Housing Office.

2. Other residents may obtain a key by filing the request form and a permission card signed by a parent or legal guardian. Once granted, the permission card will remain in force until revoked by written notice to the Housing Office.

3. At the end of each academic year, or when a participant moves from the dormitory, she will be required to return her outside door key together with her room key to her dormitory supervisor. No refund of her room deposit will be made until all keys have been returned.

4. Participation by a resident in the key privilege program exempts her from the "House Hour Rules" of the Women's Residence Hall, but she remains subject to all other rules of the Women's Residence Hall.

5. Possession of an outside door key is a privilege for the convenience of the participant. Abuses of the key privilege will be reported by the Residence Hall Supervisor, through the Director of Auxiliary Enterprises, to the Student Personnel Office for appropriate disciplinary action. Specific abuses of key privileges consist of:

   a. a participant allowing a non-participant to enter the dormitory illegally

   b. failure to lock the door when entering after hours

   c. allowing the key to leave her possession
MEMORANDUM TO: Otto Hill, President
Academic Council--UMR

FROM: David L. Oakley, Chairman
Ad Hoc Committee on Instructional
Arts Cultural Facility

RE: Report, Reference II, 4.8

Attached: Data re: Item 1 - a. Basic requirements
b. Typical Costs
Item 2 - University Center Phase II Funds
Item 3 - Sources of Funds
Recommendations

Respectfully submitted:

David L. Oakley, Chairman
Adrian H. Daane
John Dietzman
Gary Fears
Bruce Green
Susan Hadley
Richard Kessler
G. Edwin Lorey
John Rockaway
RESPONSE TO RESOLUTION I, ITE: I (II, 4.8)

JUSTIFICATIONS, NEEDS, AND TYPICAL COSTS FOR AN INSTRUCTIONAL CULTURAL ARTS FACILITY

1. BACKGROUND

A. In 1965, the Centennial Campaign was begun by the Development Office with an auditorium recognized as an urgent need, and its funding was within the aim of the development program. (Source: Development Office).

B. In 1964, the UMR Extension Division was established for campus administration of all non-credit programs, off-campus credit courses and selected on-campus credit courses. (Source: Lorey)

C. In the Fall of 1970, a unit called Learning Resources, which was to ultimately include various broadcast media was formalized. (Source: Schowengerdt)

D. In 1970 Instructional Television was placed in the Library for a temporary but unspecified period of time. (Source: Schowengerdt)

E. In 1970-71, a capital request for the 1972-73 budget was prepared for a Continuing Education facility to contain space for continuing education and learning resources to include space for the FM radio station, ITV, and an auditorium. This document contained justifications for the building. (Source: Wollard)

F. From 1967-1971, the General Lectures Committee and Student Union Fine Arts Board presented 22 major fine arts attractions in substandard surroundings. (Source: Oakley)
G. From 1971 to the present these same problems have been encountered under Mrs. Harvey. Symphonies, dramas, operas, etc., have all met with difficulties insofar as adequate presentation space is concerned. (Source: Harvey)

H. Beginning on August 2, 1971, with a memo from Schowengerdt to the Space Allocation Committee and ending December 1, 1972, with a memo from the Space Allocation Committee to Schowengerdt, the FM radio site was to be housed in the basement of the Library, but "under no circumstances will it remain in the Library beyond July 1, 1976." The quotation is from a memo from Mr. Wollard to Chancellor Baker, November 16, 1972.

I. In September, 1972, the Student Life Committee reported that a pressing need on campus in order to attract and retain students was an auditorium capable of professionally handling events of a cultural and/or entertaining nature. (Source: Mr. Burton)

J. The minutes of The Board of Curators of November 17, 1972 announced an instructional radio station for the Rolla campus.

K. On December 16, 1972, the Board of Curators placed a microwave network as a high capital priority for the University System, this priority to be exceeded only by some minor renovation in need of immediate attention. This microwave network will tie together learning resources, the libraries, and the computer centers of the four campuses. (Source: Lynn Martin)

L. On December 4, 1972, a Role and Scope evaluation report from Vice-President Nagel specified certain needs in the fine arts at UMR as especially noted on pages B8, B9, C2, E5 and F23-24.
M. On December 9, 1972 the Role and Scope statement parts V, B, 9, 11, and 15 contain shall statements with respect to the fine arts at Rolla. The February 2, 1973 President's Bulletin contained the "approved version" of Role and Scope with no changes relative to UMR's fine arts.

N. On October 3, 1972, a study of two-year programs at state institutions in the discipline of fine arts, including consultation with accrediting agencies, was completed so that a reasonable idea of specific fine arts needs at UMR under Role and Scope could be obtained. This report was given The Dean of The College of Arts and Sciences. It points out that 90% of the present music students are from Engineering and Science and these service courses are in great demand. It also points out that the number of UMR students enrolled in music has tripled in the past three years. Further, the need for a formal drama program is evidenced by the fact that 85 were turned away from participating in a part-time program last year. Art classes, when offered in 1971-72, were full and students were turned away. (Source: Oakley)

O. In 1972, a study of the participation by undergraduate students in music activities in state four-year institutions showed UMR with the highest percentage of undergraduate students in such activities. (Source: Oakley)

P. The same source (Nagel) cited in item "L" suggests the bringing in of performers and artists for periods of residence on
campus. This is the type of attraction that should involve both the community and the resident student. An auditorium and arts teaching facilities are imperative for this function.

Q. In December 1972, consultation was sought from UNKC and UMC as to space requirements for fine arts at UMR keeping in mind the most efficient, yet adequate services for this type of campus under Role and Scope.

R. Susan Hadley, committee member, reported that it was the consensus of the Student Union Board that the auditorium be located away from the Center. This would allow easier expansion for other priorities of the University Center and instructional use of the auditorium. (January 1973) Mrs. Berna Harvey, program director seconded this opinion.

2. THE TYPE OF FACILITY AND WHAT IT SHOULD INCLUDE

"Instructional Cultural Arts" implies certain specialized facilities, however it is a broad term, and the committee feels that any facility should contain needs for all related aspects of such a concept. Whatever kind of facility is ultimately designed should include provisions for all of the types of instruction and functions described in this report. The committee feels that a "piece-meal" construction plan, or a separation of these needed facilities would be a detriment to the programs which these components represent.
The Fine Arts Program, Extension Division, and Learning Resources have many common program interests with respect to development, presentation and equipment necessary for these activities. Further, all are closely allied with the general public and should be adjacent to an auditorium. Efficient management of these campus units requires coordinated planning to prevent duplication of effort, space and equipment. Each unit has activities distinctive from the other, but there is enough overlap of interest to make it logical for these units to be in the same physical location.

The Committee on Higher Education has seen fit to determine an optimum resident enrollment of 8,000 at UMR. Yet the University should extend beyond the campus to serve the region, especially in the area of "instructional cultural arts." They include not only music, drama, art, radio, and t-v, which are not only individual activities but sources of instruction and entertainment to the consumer, but the total area of education beyond the campus--continuing education. Thus every department on campus is affected.

The committee feels that it is foolish to duplicate facilities (especially an auditorium) and it has kept in mind the frequency and attendance at past cultural events, the frequency and attendance of past continuing education functions, the optimum enrollment, the present enrollment, and the wishes of the students expressed by their representations on this committee with respect to improvement of campus life and image as the following narratives are presented.
3. EXTENSION DIVISION

The following, with respect to a continuing education building, (Extension Division & Learning Resources) was included as a part of a capital request proposed for 1972-73 which included an auditorium. "The next ten years will see continued growth of the Extension Division but not at the rate of the first five years. Exclusive of space in the departments and schools, the present office space for the Extension Division is 1,100 square feet in fairly cramped conditions. It is reasonable to anticipate a need for 3,000 square feet in the proposed building.

The Extension Division is currently processing over 70% of the campus bulk mailing. Combining the needs of all campus units requiring bulk mailing and packaging, a space requirement of 2,500 square feet is projected. Learning Resources will have increasing needs for specialized mailing services for video and audio self-instruction programs off-campus as its operation expands.

Conference rooms with specially designed acoustic and audio-visual facilities are necessary for a proper learning atmosphere in continuing education; these facilities do not exist and are not projected in any other buildings on campus. A minimum of four of these rooms capable of handling up to fifty people for seminar and/or discussion programs would require 3,000 feet. In conjunction with these rooms, a theatre-type auditorium for four hundred* is

*A larger auditorium is discussed on Pages 10 and 14.
required for group meetings prior to individual sessions, cultural arts performances, and a proper acoustic set-up for taping both audio and visual with respect to ITV and the FM radio network."

Minimum space requirements for the extension phase of this facility are shown in part 6 of this section of the report. The needs quoted above are determined as still necessary. (Source: Dean Lorey)

4. **LEARNING RESOURCES**

If UMR is to become an active participant in the state-wide FM radio network, office space, production facilities, studios, equipment space, and record and tape library storage would require a minimum of 3,000 square feet. Since many continuing education programs and cultural events will be presented via FM, location of administrative offices for FM, Extension, and cultural arts in a great portion of the office, studio and control room space required for ITV, but specialized facilities for ITV would require an additional 4,000 square feet.

The need for a campus Audio-Visual Center has existed for many years to aid faculty and students for both resident and extension programs. Office space, production facilities and storage of equipment would require 2,000 square feet. Although student stations for individual self-study are planned in the library, additional student stations with dial access would require an additional 1,000 square feet. (Source: Schowengerdt)
5. INSTRUCTIONAL CULTURAL ARTS

Speech classes are full, art classes when they were offered exceeded manageable capacity and the number of students enrolled in music is triple that of three years ago. Demand for drama is evident in that 85 people were turned away from participation in drama activities last year. Make-up of fine arts activities is about 50% engineering, 40% science, and 10% liberal arts. At present 20% of the campus is involved in some sort of fine arts program at one time or another.

There exists the need to provide certain music education courses for students on the new cooperative program with the teachers colleges in elementary education.

The justification for arts is evident. Music has one of the highest per section enrollments on campus. We have the highest percentage of undergraduates in an instrumental music program of any state four-year institutes, and drama and art demands are expressed by what students have already done on their own.

Role and Scope dictates certain additions to our fine arts program although no major is planned.

Campus image and improvement of student life would be immediately helped by this facility. Students have expressed themselves on many occasions that a facility of this nature is necessary to attract new students to UMR and to retain those who are here.
For the moment musical and art instructional space is in the Old Cafe and T-2. However, both of these structures are scheduled for demolition. There is no drama rehearsal space, nor space for construction of flats, scenery, costumes or their storage. The present music and art facilities are inadequate in that effective use of floor space is poor. Most of the musical storage equipment can be moved to the new facility. Often four or more students are waiting in line to practice in one of our two rehearsal rooms because we have no individual practice rooms. However, there is some indication that mobile practice modules may be purchased soon. The Rolla Orchestra was turned away for this semester because the space was needed for the practice of a musical by the drama club, and the resident student needs were put first.

Various consultants were contacted about compact and concise, yet sufficient space needs with respect to a non-major fine arts instructional facility, keeping in mind not only residential student needs, but clinics, short courses, and other events which bring the public, and especially teachers and students to the campus. Consultants have included Assistant Dean Hamilton of the UNKC Conservatory and Professor John S. Weller of the Fine Arts Department at UMC. Music should be located adjacent to the auditorium, perhaps behind it, but on a ground floor below and behind the stage so that musical equipment could be rolled onto stage or pit as necessary. Drama facilities should be located adjacent to the stage and include a shop for scenery. Art could be located above music and drama, and
should include separate facilities for painting and sculpture.

Preliminary architectural sketches have been made on the basis of this information, however, they are not enclosed as part of this study.

On the basis of the information on hand, music will require 4800 square feet of space, art 3200 square feet, and drama 3200 square feet.

Separate outside entrances to these facilities are necessary since these disciplines often include night-time activities. (Source: Oakley)

6. TYPICAL COSTS

A summary of the space requirements for this building with a projected optimum cost is as follows:

<table>
<thead>
<tr>
<th>Facility</th>
<th>Square Feet</th>
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<tbody>
<tr>
<td>Extension Division Office Space*</td>
<td>3,000 sq. ft.</td>
</tr>
<tr>
<td>Specialized Conference Rooms*</td>
<td>3,000</td>
</tr>
<tr>
<td>Centralized Mailing Operation*</td>
<td>2,500</td>
</tr>
<tr>
<td>FM Radio**</td>
<td>3,000</td>
</tr>
<tr>
<td>ITV**</td>
<td>4,000</td>
</tr>
<tr>
<td>TV Classrooms**</td>
<td>1,000</td>
</tr>
<tr>
<td>Audio Visual (production-graphic arts,</td>
<td></td>
</tr>
<tr>
<td>storage)**</td>
<td>2,000</td>
</tr>
<tr>
<td>Music Instructional Area***</td>
<td>4,800</td>
</tr>
<tr>
<td>Art Instructional Area**</td>
<td>3,200</td>
</tr>
<tr>
<td>Drama Instructional Area***</td>
<td>3,200</td>
</tr>
<tr>
<td>Halls, Restrooms, Mechanical Area****</td>
<td></td>
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<tr>
<td></td>
<td>18,250</td>
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<tr>
<td></td>
<td><strong>47,950 sq. ft.</strong></td>
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<tr>
<td></td>
<td>X $40 ******</td>
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<tr>
<td></td>
<td><strong>$1,908,000</strong></td>
</tr>
</tbody>
</table>

Theater auditorium for 600
@ 1,000 per seat estimate
**600,000**
**$2,508,000**

Plus mobile music sound modules**
**40,000**

Metal Instrument Lockers***
**4,800**

Special stage light equipment****
**10,000**

Curtain*****
**5,000**

**$2,567,800**

Note: the gross square feet would be about 54,950, including the auditorium.

Sources of requirements and data:

*=Dean G. E. Lorey, **= Dr. G. Schowengerdt, ***= Dr. D. Oakley
****= Mr. W. Craig, *****= Mr. J. Wollard
RESPONSE TO RESOLUTION I, ITEM 2 (II, 4.8)

FUNDS ON HAND FOR PHASE II OF THE UNIVERSITY CENTER

Privately donated funds are on hand in the form of cash, stocks, pledges, etc. exceeding $550,000 (some additional funds have come in since this committee began functioning, and the figure is not exact).

Private funds and state or federal funds may be mixed, provided any state or federal stipulations governing the use and operations of the facility are satisfied. Funds generated from student fees may not be mixed with state funds.

Although secured as a part of the fund-raising efforts for Phase II of the University Center (the Auditorium), the committee suggests that the Chancellor direct Mr. Stevens to ask those donors if their contributions may be re-committed toward the auditorium, even though it might not be located in the present University Center Complex.

RESPONSE TO RESOLUTION I, ITEM 3 (II, 4.8)

SOURCES OF FUNDING

Attached to this section is an eleven page memorandum from William W. Stevens, Jr., of the Centennial Office. They include nine potential donors. The committee suggests the first eight be approached although most foundations are swamped with requests and frequently change their funding objectives. Mr. Stevens reviewed
available information on 94 foundations at the request of this committe and recommended those enclosed as most likely and probably the only likely sources. However, likelihood of obtaining substantial funding is slim. (See enclosures A-1-11)

2. There exists the strong possibility of HEW funding of a continuing-education facilities nationwide in the very near future. In the event such funds become available the committee suggests the appropriate requests be ready. Enclosed is a statement about HEW's intent and anticipated action with respect to funding continuing-education facilities. (See enclosure B-1)

ADDITIONAL COMMITTEE RECOMMENDATIONS, II, 4.8

1. It was the unanimous feeling of the committee present at meetings that the Academic Council recommend that this facility have a high priority among new buildings. It is the committee's opinion that this facility directly or indirectly affects every department on campus, as well as future enrollment at UMR, and would be a "showcase" for the entire campus.

2. The committee recommends that the facility (including the auditorium) be located west of the library, forming a quadrangle with the Library, Humanities-Social Studies, and Mathematics-Computer Science buildings. The microwave receiver could be located atop this building and since its primary terminals are the computer, library, and TV, this would be logical. with straight-line access from I-44. Also, the greatest parking facilities for visitors
would be adjacent. The Student Union Board representative has reported to the committee that this is the feeling of the Student Union Board, provided of course that their needs are taken care of when they do need an auditorium. The Drama Club and music faculty feel strongly that this facility should include the auditorium.

3. The committee is unanimous in its recommendation as to the size of the auditorium. Reasoning for 600 seats is based on past and present and projected attendance at cultural events, both on-campus, in the community, and at Ft. Leonard Wood.

4. Finally, the committee commends this proposed facility to the Academic Council and the faculties they represent asking that they carefully consider its value, the urgency of need for such a facility, and recommend it to the Chancellor and the university so that a firm commitment to such a building be made an official part of University policy.
FOUNDATION PROPOSAL INFORMATION
Sent to: David L. Oakley
Date: 12/19/72

Foundation Name: Firestone Foundation

Whom to Contact: Mr. Joseph Thomas
Executive Director
Firestone Foundation
1225 West Market St.
Akron, Ohio 44313

What to Submit: You should send a two-page letter to Mr. Thomas. The budget for the project, the Internal Revenue Service certificate of tax exemption, and any literature describing the organization and its purposes should be included. Mr. Thomas screens the applications as they come in.

When to Submit: Final decisions are made at the annual meeting, held in January, and at a semi-annual meeting, held in July.

Areas of Funding: The Firestone Foundation makes grants for operating expenses of the grantee, scholarship support, and capital. Grants are made to national organizations and local institutions across the United States.

The Firestone name has been associated with music for many years. Although music is still a major part of the foundation's arts and humanities support, theaters, cultural centers, historical organizations, and art institutes have received help.

Financial Data: In 1970 the foundation had assets with a market value of $28,198,786 and made grants of $884,250 from income. The 106 grants in 1970 ranged in amounts from $500 to $150,000.

NOTE: Faculty Information
Chancellor Baker was turned down for support to the University Center on 12/29/71 because all available funds had been expended at that time.

Dr. G.C. Schowengerdt was furnished information on the Firestone Foundation on 8/29/72 relative to his instructional TV programs.

9/14/72 - Information furnished Professor David L. Oakley for equipment support of Sound Modules for Practice Teaching.

Prepared by: UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
FOUNDATION PROPOSAL INFORMATION

Sent to:  David L. Oakley
Date:  12/19/72

Foundation Name:  Max C. Fleischmann Foundation

Whom to Contact:  Mr. Julius Bergen
Chairman of the Board
Max C. Fleischmann Foundation
P. O. Box 1871
Reno, Nevada 89505

What to Submit:  Eight copies of a grant application should be submitted to the foundation. An application should consist of a brief summary of the project and its objectives as well as back-up material on the nature of the proposal. In addition, the application must include authorization by the head of the organization or institution, a copy of the organization's certificate of tax exemption, and copies of the latest audited balance and income sheet.

Letters of support from authorities in the field are welcomed. The applicant should state the exact amount of his request and should be prepared to include a complete record of other financial aid sought over the past three years and contemplated in the immediate future.

When to Submit:  Not specified.

Areas of Funding:  The foundation prefers to share support of projects with other donors, but ordinarily does not make grants to projects that might be supported by public tax funds. Slightly more than half of the grants have gone to institutions in Nevada; the remaining have been disbursed throughout the rest of the country. The foundation's interests include education, especially higher education, medical and scientific research, the law, conservation, and youth agencies. Recent foundation gifts stress program and scholarship support to disadvantaged students and students from minority groups.

Financial Data:  The Fleischmann Foundation made grants of $4,461,891 in the fiscal year ending June 30, 1971, from assets of $96,207,378. Although amounts vary a great deal, the majority of the foundation's grants range from $10,000 to $50,000.

NOTE: Information on this foundation has been given to J.R. Betten on March 1, 1972 (for Elec. Engr. Development-Equipment), and G.C. Schowengerdt on August 28, 1972 (for Instructional TV program). 10/27/72 - Dr. Robert Barefield for tutoring and counseling minority students.

Prepared by:  UMR Development Office
FOUNDATION PROPOSAL INFORMATION

Sent to: David L. Oakley
Date: 12/19/72

Foundation Name: Ford Foundation

Whom to Contact: Mr. Howard R. Dressner, Secretary
Ford Foundation
320 East 43rd St.
New York, N.Y. 10017

What to Submit: Applicants to the foundation should send a letter briefly describing the project and the amount of money requested from the foundation to Mr. Dressner. Proposals to the foundation should reflect the following guidelines: The project should be in an area of significant general concern, it should represent a novel approach to the particular problem, its results should be applicable on a broad scale, and the project should either accomplish its goal within a few years or become self-sustaining, but should not depend on the foundation for continuing support.

When to Submit: Not specified.

Areas of Funding: Division of Humanities and the Arts (approximately $31 million in 1971). This division is directed by Dr. W. McNeil Lowry. Individual grants go to promising young writers, musicians, composers, theater directors and other artists. Grants have also been made to universities to support new programs in the arts.

NOTE: Faculty Information
9/27/71 David L. Oakley - Program of Music
12/15/71 J.J. Carr - International education
12/28/71 A.E. Morris - Engineering professors in industry
2/16/72 Lou Neri - Minority fellowship
5/2/72 G.C. Schowengerdt - Audio visual equipment and training
7/7/72 D.R. Hentzel - Prisoner reform program

Prepared by: UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
FOUNDATION PROPOSAL INFORMATION

Sent to:  David L. Oakley
Date:  12/19/72

Foundation Name:  Hallmark Educational Foundation

Whom to Contact:  Mrs. Virginia Murphy
Corporate and Legal Div.
Hallmark Educational Foundation
P. O. Box 437
Kansas City, Mo. 64141

What to Submit:  Applicants to the Hallmark Educational Foundation should send Mrs. Murphy a letter containing a brief description of the project and proof of the applying organization's tax exempt status. (See attached)

When to Submit:  The board of trustees is made up largely of executives and directors of Hallmark Cards. The trustees meet four times a year to decide on grants. Funds go for scholarships, capital funds, and general operating expenses. Although most grant recipients are located in the Kansas City, Mo., area, the foundation does make grants to national organizations elsewhere, usually for limited amounts.

Areas of Funding: The foundation focuses on the affairs of the surrounding metropolitan area. Grants go to education, community funds, youth organizations, religious groups, health organizations, and hospitals, and the arts, including performing arts groups, arts organizations, and museums.

The Hallmark Foundation provides scholarships to children and relatives of Hallmark employees. During 1969, it disbursed $78,314 in scholarship aid. Grants also go to colleges and universities in Missouri, Kansas, and neighboring states.

Financial Data: During calendar 1970, the foundation had assets of $5.7 million and made grants of $348,836. Grants for scholarships ranged from $50 to $2,000. Other grants ranged from $25 to $50,000, with most in the $100 to $5,000 range.

NOTE: Faculty Information Sent:
1/17/72 - Chancellor Baker - University Center
10/9/72 - Marion Gentry (Ext.) - Youth leader organizations in rural communities

Prepared by:  UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
FOUNDATION PROPOSAL INFORMATION

Sent to: David L. Oakley
Date: 12/19/72

Foundation Name: Kresge Foundation

Whom to Contact: Mr. William H. Baldwin, Pres.
Kresge Foundation
1500 N. Woodward Avenue
Birmingham, Mich. 48011

What to Submit: Proposals to the Kresge Foundation should include a description of the project, complete financial data (including a detailed listing of private and public financial sources of support), the schedule of the project, and a copy of the institution's material and exemption certificate. Additional background material on the applicant is also welcomed.

When to Submit: The trustees meet monthly, and applications may be submitted at any time during the year.

Areas of Funding: Grants go primarily to support buildings and equipment or to purchase real estate. Most of these grants are made on a challenge basis; that is, a grant is conditional upon financial support from other sources. The Kresge Foundation often disburses a grant over a period of two or three years.

Financial Data: During calendar 1970, the foundation made grants of $8.1 million from assets with a market value of $453.6 million. The size of the grants varies from $1,000 to more than $1.5 million. Due to the nature of the foundation's giving program, most of the funds are disbursed in contributions of $50,000 and up.

NOTE: Faculty Information
12/16/71 - Chancellor Baker - University Center (turned down 6/20/72 due to lack of funds)
8/28/72 - G. Schowengerdt - Instructional TV

Prepared by: UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
YOUR AREA OF INTEREST: INSTRUCTIONAL CULTURAL ARTS FACILITY

FOUNDATION PROPOSAL INFORMATION

Sent to: David L. Oakley
Date: 12/20/72

Foundation Name: Andrew W. Mellon Foundation

Whom to Contact: Dr. Nathan M. Pusey
President and Trustee
Andrew W. Mellon Foundation
140 East 62nd Street
New York, New York 10021

What to Submit: A brief letter or a short proposal should be sent to Dr. Pusey. Applicants may also be asked to submit an audited financial report. If the initial application is within the foundation's fields of interest, more detailed information may be requested, either a longer proposal or a personal visit. The foundation maintains a liberal policy about granting personal interviews.

When to Submit: Applications may be submitted at any time during the year.

Areas of Funding: All types of grants are considered. Grants go for operating support, specific programs, construction, land acquisition, endowments, scholarships and fellowships, and research. The Mellon Foundation also makes grants in conjunction with other national foundations and federal sources. Its only restriction prohibits grants directly to individuals.

Education received more than $5 million in grants. In this field the foundation concentrates on higher education by aiding scholarly research, international education, archaeological expeditions abroad, humanistic studies, the expansion of library materials and facilities, and new campus buildings.

Cultural projects received $2.6 million in grants. Included are the performing arts, museums, libraries, and conservation organizations.

Financial Data: The Andrew W. Mellon Foundation is one of the largest general-purpose foundations in the country. During calendar 1971 the foundation made grants of $35.4 million from assets with a market value of $671 million. A large number of grants range from $15,000 to $50,000. The foundation also makes grants of less than $10,000 and in the hundreds of thousands. Many of the large grants are long-term commitments paid out over a period of years.

NOTE: FACULTY INFORMATION
12/16/71 - Chancellor Baker - University Center
6/27/72 - David Oakley - Fine Arts Program

Prepared by: UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
YOUR AREA OF INTEREST: INSTRUCTIONAL CULTURAL ARTS FACILITY

FOUNDATION PROPOSAL INFORMATION

Sent to: David L. Oakley
Date: 12/20/72

Foundation Name: Charles E. Merrill Trust

Whom to Contact: Dr. David A. Thomas, Administrator
Charles E. Merrill Trust
P. O. Box 488
Ithaca, New York 14850

What to Submit: The Charles E. Merrill Trust has a standard application procedure for colleges, universities, and hospitals. Such institutions should send a letter to the trust requesting a grant application form. Applications falling within the scope of the foundation's activities are presented, as the agenda permits, to the board for its consideration. The trust usually acknowledges a request for a grant within a week or two after an application has been submitted.

When to Submit: The board of trustees meets twice a year, in April and September, to consider grant requests.

Areas of Funding: Grants are usually made for buildings and equipment, programs, research, operating expenses, financial aid to students, and general development. The trust sometimes makes grants on a matching basis or in the form of Safeway Stores stock.

Financial Data: During its fiscal year ending September 30, 1970, the Merrill Trust made grants of $5,242,312, from assets of $16,8 million. Most grants made at the discretion of the trustees, as opposed to the regular grants set forth by Mr. Merrill, range from $10,000 to $25,000, but grants are also made at the $35,000 to $50,000 level. According to recent information, the Charles E. Merrill Trust will now consider supporting projects requiring up to $500,000 in funding. Several grants have already been made at this level.

Prepared by: UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
YOUR AREA OF INTEREST: INSTRUCTIONAL CULTURAL ARTS FACILITY

FOUNDATION PROPOSAL INFORMATION

Sent to: David L. Oakley
Date: 12/20/72

Foundation Name: Surdna Foundation

Whom to Contact: Mr. S. David Talbert
Consultant for Grants
Surdna Foundation
200 Park Avenue, Room 1619
New York, New York 10017

What to Submit: Mr. Talbert refers grant appeals to the board which meets in June and December. There are few predetermined restrictions on grants.

When to Submit: Not specified, but probably best before the June and September board meetings.

Areas of Funding: Grants are made for capital, general operating purposes, and, occasionally, programs.

The foundation's basic source of funds stems from the wealth of John E. Andrus, who amassed a fortune from real estate and pharmaceutical investments. He was also a large stockholder in Standard Oil. Upon his death in 1934, he left a considerable fortune in the Surdna Foundation (Andrus spelled backwards). Chancellor Baker was turned down by Surdna for support to the University Center in January, 1972, due to previous heavy commitments.

Financial Data: During its fiscal year ending June 30, 1970, the foundation made grants of $4,732,500 from assets of $30,778,570. The bulk of the grants ranged from $25,000 to $50,000 and from $100,000 to $200,000.

NOTE: Faculty Information

12/16/71 - Chancellor Baker - University Center (turned down due to heavy commitments)

12/28/72 - G. Schowengerdt - Instructional TV

Prepared by: UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
YOUR AREA OF INTEREST: INSTRUCTIONAL CULTURAL ARTS FACILITY

FOUNDATION PROPOSAL INFORMATION

Sent to: David L. Oakley
Date: 12/20/72

Foundation Name: United States Steel Foundation

Whom to Contact: Mr. Howard B. Barr
Vice President and Executive Director
United States Steel Foundation
600 Grant Street, Room 3393
Pittsburgh, Pennsylvania 15230

What to Submit: Initial requests, in letter form, should be presented in duplicate, except for back-up materials, and should describe the project and its anticipated goals and objectives, the amount requested, and the estimated cost of the project. In addition, the organization's certificate of tax exemption, the most recent audited financial report, and the names of other contributors and amounts of gifts already received should be included.

When to Submit: All grant requests are evaluated against a set of long-term objectives and a series of policies established by the trustees. Proposals should be submitted no later than early autumn because programs are approved at the end of the foundation's fiscal year, November 30. Grants are chiefly confined to the United States and Canada.

Areas of Funding: The foundation has a very broad program of giving, broader than most corporate foundations. The following areas have been established as priorities for philanthropic action: education; medical, health, and hospital needs; national and community social problems, sciences and humanities; public and cultural affairs; and manpower leadership development. Grants are made for operating, project, research, capital, development, and special-purpose needs.

Financial Data: During its fiscal year ending November 30, 1971, the foundation made grants of $4.3 million from assets of $7.1 million. The majority of grants are in the range of $1,000 to $25,000, however, larger grants of up to $1 million have been made to education, health care, and community social agencies.

NOTE: Faculty Information
In 1969 Chancellor Baker submitted a detailed proposal which was turned down. In 1970 a request for support was rejected on the basis that U.S. Steel supports only the private sector of higher education.

Prepared by: UMR Development Office
341-4001

(A copy of your correspondence will be appreciated.)
SPECIAL REPORT

Major New Forces Affecting Outlook for Higher Continuing Education

"No change in higher education during the past 10 years has been more profound than the change in attitude toward continuing education."

E. Arthur Trabant
President, University of Delaware
November 5, 1972

Although construction funds for continuing education facilities have always been authorized under the Higher Education Facilities Act, state priorities have been so low that only two continuing education centers are known to have been financed in part from that source. In 1972, however, not only did the Senate Appropriations Subcommittee on Labor and HEW hear testimony on funding continuing education facilities, but it reported that, "The committee has heard convincing testimony on the need to provide facilities for continuing education developed by several universities across the country. The Federal Government provides close to $4 billion annually for the support of adult and continuing education programs yet there is little assistance available to house these programs. The committee commends this matter to the Commissioner of Education and will expect, prior to next year's hearings, a summary report on the needs in this area and recommendations for funding in the Office of Education budget request."
TO: Members of the UMR Academic Council

FROM: Otto H. Hill

RE: Proposed Response to Report of the Ad Hoc Cultural Arts Facility Committee

Included with the Agenda for this February 15, 1973 meeting of the Academic Council is the Report of the Ad Hoc Cultural Arts Facility Committee, which was appointed by the Chancellor in response to a request of the Academic Council at its November 9, 1972 meeting. It is important that the Council give careful consideration to its response to this report.

The committee, which consisted of members selected from the student body, the faculty of each School and College, and the administration, has provided a detailed analysis of the facility requirements for formal instruction and general education in the academic fields under consideration. In the course of accepting the recommendations of the committee, the faculty will have an opportunity to state its opinion of the priority that should be assigned to implementing them. The student body via referendum and many faculty from all disciplines by activities designed to compensate for these deficiencies have attested to the need for these opportunities and facilities over the years.

If the faculty chooses to record itself in favor of granting the proposed facility the highest possible priority, then it will automatically be suggesting that other facilities already under consideration be subject to a delay. Such a decision should only be made after the members of the Academic Council have had an opportunity to discuss the committee report with their departmental colleagues and examine the impact of the decision upon their own vested interests.

I, therefore, propose the following procedure for dealing with this question:

(1) The Committee Report shall be presented to the Academic Council at its February 15, 1973 meeting and any and all questions pertaining to it shall be entertained and examined.

(2) The Chair will entertain a motion to adopt the attached resolution representing proposed Council action on the Committee Report.

(3) The Chair will entertain a motion to postpone further consideration of the resolution until the March 8, 1973 meeting of the Academic Council and to charge the members to discuss the Report and resolution with their departmental faculty colleagues individually and collectively prior to the next meeting and to entertain their opinions.
(4) Any and all amendments to the proposed resolution will be entertained at the March 8, 1973 meeting and all members are encouraged to submit these in writing to the Chairman of the R, P and A in time to be circulated with the agenda for that meeting.

RESOLUTION

WHEREAS, the Role and Scope of the Rolla campus as defined by the University of Missouri Board of Curators in January, 1973, charges UMR with the responsibility for serving the University community and for providing some formal instruction in the academic fields of Theatre Arts, Music, Studio Art, Speech and Hearing Sciences, and Radio-TV-Film; and

WHEREAS, the Ad Hoc Cultural Arts Facility Committee has provided a detailed analysis of the physical facility requirements for effectively implementing such instruction which are not presently met on the UMR campus; and

WHEREAS, these instructional, educational and community service opportunities are designed to benefit all students of every disciplinary persuasion, therefore, be it

RESOLVED, that the Academic Council acknowledges that it has examined the Report of the Ad Hoc Cultural Arts Facility Committee and agrees with its findings and recommendations and, furthermore, respectfully requests that the Chancellor reexamine the present priority assignments for new facilities on the UMR campus and make every reasonable effort to implement the facility recommendations of this committee as soon as possible.

Respectfully submitted,

Otto H. Hill
March 1, 1973

TO: UMR Faculty

RE: Agenda for Academic Council Meeting, March 8, 1973; 1:30 p.m.; G-5 Humanities-Social Sciences Building.


III. Reports of Administrative Responses to actions approved by the Academic Council:

A. Board of Curators approval of UMR By-Laws Revisions--August 24, 1972; II, 1.4. and .5. (Otto Hill)

B. Inter-campus transfer policy--December 14, 1972, II, 5.10. (President Ratchford/Dean Thompson)

C. Availability of state funds for instructional cultural arts facility--November 16, 1972, II, 4.9. (Chancellor Baker)

D. Uniform Honors Designation--March 16, 1972, I, 8.2. (Dudley Thompson)

IV. Reports of Standing or Special Committees:

A. 4.512 Admissions and Academic Standards

1. Report to change graduation requirements--February 15, 1973, II.

2. Dual Enrollment--February 15, 1973. (Karl Muhlbauler)

B. 4.603 Committee of Department Chairmen

1. Student Referendum Pass/Fail--December 14, 1972, II, 5.9. (Glen Haddock)

C. 4.519 Personnel Committee


D. 4.522 Student Affairs

1. Revision of Manual of Information--August 24, 1972, II, 1.1. (Bob Hedrow)


V. New Business

1. General Resolution I--Traffic Safety Committee Membership (Bill Andrews)

2. General Resolution V--Graduate Student Membership on Faculty Committees (Otto Hill)
Chairman Otto Hill called the meeting to order at 1:34 in G-5 of the Humanities-Social Sciences Building.

The minutes of the February 15, 1973, meeting were approved as circulated.

Chairman Hill gave the following reports:

1. Twelve of nineteen departments have selected new Academic Council members for next year. At this time there seems to be about 50% of the present council members being re-elected to the council. Those departments who have not completed their elections are asked to do so as soon as possible.

2. Since the chair ruled that the Academic Council is operating under the Revised By-Laws, the chair welcomes Dean Lorey as a new voting member. The Board of Curators will meet in Rolla on March 23, but there is no information on their action on the Revised By-Laws available at this time.

3. A quickly arranged meeting of the chairman of the standing committees and the Council Officers with President Ratchford was held on March 6, 1973 from 1:30-3:00. The President responded to some sixteen questions submitted to him in advance by the participants, and the Chair felt there was a candid exchange of views at the meeting.

Robertson asked a question about the President's position on the zero-raise policy, and Chairman Hill reported that there is no percentage zero-raise policy. However, there is a merit raise policy and some faculty members received zero-raise on the basis of the merit policy.

As unfinished business the Cultural Arts Facility resolution postponed from the February 15, 1973, meeting was then taken up. Walters reported that the Computer Science Department had some questions about the facility in regard to size, location, and extension use of it, but the department in general agree that such a facility is needed.

Bill Andrews asked the Chair for President Ratchford's view on the building. Chairman Hill reported that at the March 6, 1973, meeting President Ratchford indicated that such a facility for this campus was needed, but the other priorities had been carefully arrived at and it would be difficult to change these without outside funding.

Various departments reported that their members were in favor of the facility but were not in favor of giving up their position on the campus priority list for buildings.

Schowalter called for the question and the resolution passed by a vote of 23-8 with 3 abstentions. Chairman Hill ruled that the resolution will be sent to the Chancellor with no need to carry it over in the agenda since the
Academic Council had now completed its action on the matter.

All of the items involving Reports of Administrative Responses to actions of the Academic Council were carried over to the April meeting since no administrative responses were ready at this time.

The following Standing Committee reports were presented and actions taken:

4.512 Admissions and Academic Standards. Karl Muhlbauer reported that he had had only two responses from the faculty or the council members on the proposed changes in graduation requirements. Because the committee would like to hear other responses from the faculty and because of the editorial changes that are needed in the original proposal, the committee had no recommendation to put before the council at this time. Schowalter offered the following amendment to part 2 of the committee's February 8, 1973, proposal:

A student's grade point average shall be computed by the Registrar to determine his eligibility for graduation, using only the last earned grade in each course (including F's until removed).

A minimum grade point average of 2.0 is required for graduation.

Medrow seconded the amendment. Since the committee was not re-introducing its proposal at this time, only a straw vote was taken on the Schowalter amendment, which passed 15-10.

In regard to the question of Dual Enrollment, Muhlbauer reported that the committee had no recommendation to make at this time. Walters asked how this question came up since under the present system the Dean of the Graduate School is not involved in Dual Enrollment except in the cases of excess hours. Atchley reported that the School of Engineering interpretation of the present rule agrees that each school may decide if an undergraduate student may be admitted to graduate courses in the last semester of his senior year. Their amendment was introduced in the February 15, 1973, Academic Council meeting to re-affirm and clarify the existing rule, not to change it. Jim Johnson expressed the opinion that the Graduate Faculty Council is out of order in making changes in the existing Dual Enrollment policy and suggested that the Graduate Faculty Council and the Academic Council need to coordinate their efforts. Walters asked the question, is Dual Enrollment an honors course? Muhlbauer expressed the Admission and Academic Standard Committee opinion that it is not an honors course. Tracey asked the question that if a student applies for Dual Enrollment isn't a student applying for Graduate School? This issue was left unresolved until the Admissions and Academic Standards Committee could study the problem further.

The Chair noted that the agenda was in error at this time and item C, 4.519 Personnel Committee report was the next item of business.

4.519 Personnel Committee. Harry Weart submitted the following report:

The Personnel Committee intends to deliver its report to the Academic Council and assumes that the Academic Council will decide upon its distribution. The Committee would recommend, however, that any review committee that wishes to distribute its report on a particular office in-house should be free to do so.

The Committee further recommends that the raw data collected by review committees that is not of a sensitive nature be retained by the Academic Council. Data of a sensitive nature should be destroyed at the time the Personnel Committee files its report with the Council. Each review committee should determine which of its data falls in the two categories.
Jim Johnson moved that the Personnel Committee be adopted as Academic Council policy. Schowalter seconded the motion. Andrews then moved that the report be amended by adding the following sentence: "In all cases in which an interviewed person was assured that the information shall be considered privileged, the raw data shall be defined as sensitive." Dahm seconded the amendment. The amendment was passed by voice vote. Then the motion was also passed by voice vote.

4.512 Student Affairs. Bob Medrow reported that this committee has no recommendations to make at this time on the Revision of the Manual of Information (August 24, 1972; II, 1.1) or Miner Term Paper Advertisements (Feb. 15, 1973).

4.603 Committee of Department Chairman. Glen Haddock moved that the "New Proposal for Regulation of Pass/Fail Enrollment" be postponed until the April meeting of the Academic Council at which time it will be taken up as unfinished business. Dahm seconded the motion and the motion passed.

The following items of new business were taken up by the Council.

Bill Andrews introduced the following resolution to replace General Resolution I.

General Resolution I (new)

Whereas, the Board of Curators is expected soon to approve the revision of By-Law 4.533, and Whereas, the Academic Council feels that the best interests of the University will be served by having some elected Faculty representation on the Traffic Committee, and thereby respectfully requests acceptance of the following by the Chancellor, namely,

Resolved, the Security and Traffic Safety Committee, under By-Law 4.533, shall consist of at least two faculty members elected each year, two undergraduate students selected by the Student Council and one graduate student selected by the Graduate Student Association. Student terms shall be for one year. The remainder of the Committee, in number and makeup, shall be determined by the Chancellor in accordance with the revised By-Law 4.533.

(Adoption of the above resolution automatically rescinds the existing General Resolution I)

Schowalter seconded Andrews's motion. Jim Johnson observed that something should be done about the selection of student members in a more representative manner. Steve Roemerman expressed the opinion that the present system of selecting student members to committees is best at this time. The motion passed without dissent.

Chairman Hill then turned the chair over to Vice-Chairman Jim Tracey. Hill moved that the following be adopted as General Resolution V.

General Resolution V

Whereas, at the time of the formulation and adoption of the UMR By-Laws the UMR Graduate Student Association was in the process of being organized and was not an active participant in the deliberations resulting in this original document, and furthermore, representatives of said Association failed to participate in the Revisions of the By-Laws initiated during the 1972-73 academic year and

Whereas, the Graduate Student Association has now requested membership on several UMR By-Laws Standing Committees which could only be officially provided by an additional revision of the By-Laws, therefore, be it

Resolved, that until such time as the UMR By-Laws are revised to
officially provide such representation, the UMR Academic Council authorizes that the following number of representatives selected by and from the Graduate Student Association be added to the designated committees:

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<thead>
<tr>
<th>COMMITTEE</th>
<th>Number of GSA Representatives</th>
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<tbody>
<tr>
<td>4.513 Public Occasions</td>
<td>1</td>
</tr>
<tr>
<td>4.522 Student Affairs</td>
<td>1</td>
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<tr>
<td>4.523 Student Awards &amp; Aids</td>
<td>1</td>
</tr>
<tr>
<td>4.524 Student Scholastic Performance</td>
<td>1</td>
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</tbody>
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and, furthermore, that the voting rights of the Graduate Student Association member on each committee shall be determined by the official By-Law members of each committee.

Andrews seconded the motion and the motion was carried.

Resolution

Whereas, the ad hoc Doctoral Council, which was appointed by the President to establish criteria for membership on the University Doctoral faculty and to implement its initial development, has circulated an initial report of its deliberations and opinions which differ substantially from what many faculty members interpreted to be the intent of the ROLE & SCOPE statements on this subject, and

Whereas, the authority to establish the qualifications for and the privileges of membership in any such organization resides solely with the faculty, therefore, be it

Resolved, that the UMR Academic Council hereby notifies the President of the University that it does not consider any proposal or policy pertaining to the establishment of a University Doctoral faculty to be valid and binding upon the faculty until it has been submitted to and approved by the Graduate Faculties of the University.

Otto Hill next moved the adoption of the resolution above on the ad hoc Doctoral Council. Schwalter seconded the motion. Robertson asked if this resolution should be brought up in the Graduate Resolution Faculty Council. Hill answered that because of the time factor the Academic Council should act upon it at this meeting. Jim Johnson moved that the resolution be amended to read "Resolved, that the UMR Academic Council hereby notifies the President of the University that it does not consider any proposal or policy pertaining to the establishment of a University Doctoral faculty to be valid and binding upon the faculty until it has been submitted to and approved by the Academic Council of UMR and parallel legislative bodies of all the campuses of the University of Missouri."

Cronin seconded the amendment. Hill said he had no objection to this amendment. The amendment and the motion passed unanimously. Dave Summers asked that the unanimous vote be transmitted with the resolution to the President, and Chairman Hill agreed that this would be done.

Glen Haddock moved that the revision of Policy Memorandum 161 be submitted to the Personnel Committee for consideration, and further that the Committee of Department Chairmen be asked by the Personnel Committee for its recommendation. Hill seconded the motion. The motion passed without dissent.

The meeting was adjourned at 2:47.

Respectfully submitted

Michael Patrick, Secretary
March 14, 1973
Proposed New Regulations

1. 1. A student's cumulative grade point average shall be computed by the Registrar to determine his eligibility for Honors at the time of graduation as defined by the Manual of Information. All courses for which a letter grade has been given will be included in this calculation.

2. A student's curriculum grade point average shall be computed by the Registrar to determine his eligibility for graduation. Only those courses will be included which constitute fulfillment of the degree requirement in his curriculum*. The student's major department shall furnish the Registrar with a list of those courses (if any) which he has taken but which are not to be included in his curriculum grade point average.

A minimum curriculum grade point average of 2.0 is required for graduation but with the stipulation that if courses in this category are repeated, only the last earned grade shall be used in the computation.

*This is a repetition of curriculum as previously used.

AMENDMENT TO THE PROPOSED NEW REGULATIONS

2. 2. A student's grade point average shall be computed by the Registrar to determine his eligibility for graduation, using only the last earned grade in each course (including F's until removed).

A minimum grade point average of 2.0 is required for graduation.
Memo To: Academic Council  
From: Personnel Committee  
Re: Recommendation

The Personnel Committee intends to deliver its report to the Academic Council and assumes that the Academic Council will decide upon its distribution. The Committee would recommend, however, that any review committee that wishes to distribute its report on a particular office in-house should be free to do so.

The Committee further recommends that the raw data collected by review committees that is not of a sensitive nature be retained by the Academic Council. Data of a sensitive nature should be destroyed at the time the Personnel Committee files its report with the Council. Each review committee should determine which of its data falls in the two categories.

3/8/73
Recommendations of the CDC Committee on Department Charet
on the "New Proposal for Regulation of Pass-Fail Enrollment."

I will move to separate all parts of the new proposal for regulation of pass/fail, including separation of 1.1.1 and 1.1.2.

1.1.1. For the purpose of this proposal the term "pass/fail" elective shall mean any course to be used toward graduation which a student's department specified by an hourly requirement only.

The CDC recognized this as current policy and believe that no action is required.

1.1.2. For the purpose of this proposal the term "pass/fail" elective shall mean any course to be used toward graduation which is not specified to come into a specific discipline (i.e., requirements such as "4 hours of a modern language," "3 hours of humanities," "3 hours of technical electives," "3 hours of social studies," would all be pass/fail electives. "3 hours of mathematics," "3 hours of English," would not be pass/fail electives).

The CDC recommends against this item.

2.1 No student may apply the pass/fail option to more than 20% of the credit hours used toward graduation.

The CDC offers the following as an amendment:

No student may apply the pass/fail option to more than one course in a semester or to more than 20% of the credit hours used toward graduation.

2.2 Any block of pass/fail electives falling under 2.1 or the definition of pass/fail electives may be declared by the given department not to be a block acceptable for credit toward graduation when taken pass/fail. However, any student who has used the pass/fail option on such a course prior to his department's declaration may not be denied use of that course toward graduation unless he took it when enrolled in a different department.

If the academic council approves 1.1.2 then the CDC recommends approval. If 1.1.2 is defeated, no action is required.

2.3 All pass/fail electives may be taken pass/fail when not in conflict with sections 2.1 and 2.2.

The intent is not to allow an advisor to prevent an eligible student from taking an eligible pass/fail course, the CDC supports this recommendation. However, it seems there would be some conflict between this action and our current manual of information, p. 64, item 9(e), which states "Your schedule must be approved by
Recommendations of the CDC (Committee of Department Chairmen) on the "New Proposal for Regulation of Pass/Fail Enrollment".

I will move to separate all parts of the new proposal for regulation of pass/fail, including separation of 1.1A and 1.1B.

1.1A For the purpose of this proposal the term "pass/fail" elective shall mean any course to be used toward graduation which a student's department specified by an hourly requirement only.

The CDC recognized this as current policy and believes that no action is required.

1.1B For the purpose of this proposal the term "pass/fail" elective shall mean any course to be used toward graduation which is not specified to come from a specific discipline (i.e., requirements such as "4 hours of a modern language", "3 hours of humanities", "3 hours of social studies", would all be pass/fail electives. "3 hours of mathematics", "6 hours of English", would not be pass/fail electives).

The CDC recommends against this item.

2.1 No student shall apply the pass/fail option to more than 20% of the credit hours used toward graduation.

The CDC offers the following as an amendment:

No student shall apply the pass/fail option to more than one course per semester, or to more than 20% of the credit hours used toward graduation.

2.2 Any block of pass/fail electives falling under Part B of the definition of pass/fail electives may be declared by a given department, not to be a block acceptable for credit toward graduation when taken pass/fail. However, any student who has used the pass/fail option on such a course prior to his department's declaration may not be denied use of that course toward graduation unless he took it when enrolled in a different department.

If the academic council approves 1.1B then the CDC recommends approval. If 1.1B is defeated, no action is required.

2.3 All pass/fail electives may be taken pass/fail when not in conflict with sections 2.1 and 2.2.

The intent is not to allow an advisor to prevent an eligible student from taking an eligible pass/fail course, the CDC supports this recommendation. However, it seems there would be some conflict between this action and our current manual of information, p. 64, item 96, which states "Your schedule must be approved by
your advisor before it becomes official, ...). If the council believes this to be a conflict then the CDC recommends referral to the Admissions and Academic Standards Committee.

2.4 Any course may be declared by a given department as acceptable for credit toward graduation when taken pass/fail.

An amendment is necessary to identify the "given department". The CDC offers the following amendment: Any course may be declared by the common consent of all departments in which the student may claim to have depth (i.e. minor, option program, emphasis, etc.) as acceptable for credit toward graduation when taken pass/fail.

The CDC recommends approval of this amendment.

I offer as an amendment to this amendment, the insertion after the parenthesis "or the department offering the course". The CDC recommends disapproval of the amendment to the amendment.

Note: If the council approves any of these they have in fact approved essentially the same pass/fail option that was previously overruled by the general faculty.

2.5 Any course not used for credit toward graduation may be taken pass/fail.

The CDC recognizes this as current policy and no action is required.

2.6 No student shall be required to take any course pass/fail.

The CDC recognizes this as current policy and no action is required.

3.1 At least five school days before pre-registration for a semester begins each department shall post its pass/fail policies and provide each advisor with an ample supply of copies of these regulations to be given to his advisees.

If previous action by the council allows different options for different departments, the CDC supports this recommendation.

3.2 After the posting of policy, any changes in a department's policy shall apply only to those semesters which follow the semester that regulations were posted for.

If 3.1 is approved, the CDC supports this recommendation.

4.1 A student may register for a course under the pass/fail option by placing the notation "P/F" in the "remarks" column of his schedule card opposite the course, and having his advisor approve the notation by initialing it.
This is an operational matter; however, if 2.3 is approved by the council, I will offer as an amendment that the words "advisor approve" be replaced by "advisor recognize". The CDC supports this motion as amended.

4.2 Instructors shall not be notified except by the student of a pass/fail enrollment.

The CDC recommends disapproval.

4.3 When a course is taken pass/fail a grade of A, B, C, or D shall be recorded "S" by the Registrar. F shall be recorded, "U".

The CDC recommends disapproval.

4.4 After the end of the 6th week of a semester no student shall change the grading option of any course.

The CDC recommends disapproval.

Glen Haddock
Chairman, CDC

GH:lp
TO: MEMBERS OF THE ACADEMIC COUNCIL

FROM: OTTO H. HILL, CHMN.

RE: FOLLOW-UP ACTION ON PASS/FAIL

If the AC adopts any of the modifications in the PASS/FAIL policy requested by the students and recommended by the CBC, then the following motion would be in order:

Whereas the Academic Council has considered and expressed an opinion on certain modifications of the present PASS/FAIL procedure which have been offered by the UMR student body and recommended by the Committee of Dept. Chairmen, and

Whereas, existing PASS/FAIL policy must be formally rewritten to incorporate these features and prepare them for publication in the Manual of Info and Catalog, therefore, be it

Resolved that the AC charges the CBC with the responsibility for drafting the new policy statement, which must be returned to the AC for its consideration and approval before its adoption and implementation by the University of Mo-Rolla.

Action postponed.
To: Academic Council

From: Bill Andrews, R/P/A

RE 4.533, Security and Traffic Safety

General Resolution I (new)

Whereas, the Board of Curators is expected soon to approve the revision of By-Law 4.533, and
Whereas, the Academic Council feels that the best interests of the University will be served by having some elected Faculty representation on the Traffic Committee, and thereby respectfully requests acceptance of the following by the Chancellor, namely,
Resolved, the Security and Traffic Safety Committee, under By-Law 4.533, shall consist of at least two faculty members elected from and by each School or College for a two year term, with one-half being elected each year, two undergraduate students selected by the Student Council and one graduate student selected by the Graduate Student Association. Student terms shall be for one year. The remainder of the committee, in number and makeup, shall be determined by the Chancellor in accordance with the revised By-Law 4.533.

(Adoption of the above resolution automatically rescinds the existing General Resolution I)

GENERAL RESOLUTION I
(existing)

WHEREAS, there exists a conflict in the authority and structure of the Security and Traffic Safety Committee as defined by Board of Curator Regulation (11.0308) and the UMR By-Laws (4.533) which, will eventually be resolved;
RESOLVED, that the Academic Council recommends during the interim the Chancellor select as his faculty appointees to the Board designated committee those members selected by the faculty to serve on committee 4.533 (Security & Traffic Safety Committee).

APPROVED: September 23, 1971 Vol. I, #2.6 Lance Williams, Secretary
February 22, 1973

TO: Members of the UMR Academic Council

FROM: Otto H. Hill, Chairman

RE: Graduate Student Association Membership on UMR BY-LAWS Faculty Committees

The UMR GSA has requested that they be represented on several of the UMR Faculty Standing Committees where they are not presently provided membership under the UMR BY-LAWS. In the opinion of the Chair this could be accomplished on an interim basis by the following General Resolution. The purpose of the Resolution is to make them participants at the direction of the AC and not at the sufferance of the individual committees. Blessed are they who hunger and thirst after committeeship, for they shall be filled.

GENERAL RESOLUTION

WHEREAS, at the time of the formulation and adoption of the UMR BY-LAWS the UMR Graduate Student Association was in the process of being organized and was not an active participant in the deliberations resulting in this original document, and furthermore, representatives of said Association failed to participate in the Revisions of the BY-LAWS initiated during the 1972-73 academic year and

WHEREAS, the Graduate Student Association has now requested membership on several UMR BY-LAWS Standing Committees which could only be officially provided by an additional revision of the BY-LAWS, therefore, be it

RESOLVED, that until such time as the UMR BY-LAWS are revised to officially provide such representation, the UMR Academic Council authorizes that the following number of representatives selected by and from the Graduate Student Association be added to the designated committees

<table>
<thead>
<tr>
<th>COMMITTEE</th>
<th>Number of GSA Representatives</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.513 Public Occasions</td>
<td>1</td>
</tr>
<tr>
<td>4.522 Student Affairs</td>
<td>1</td>
</tr>
<tr>
<td>4.523 Student Awards &amp; Aids</td>
<td>1</td>
</tr>
<tr>
<td>4.524 Student Scholastic Performance</td>
<td>1</td>
</tr>
</tbody>
</table>

and, furthermore, that the voting rights of the Graduate Student Association member on each committee shall be determined by the official BY-LAW members of each committee.

[Signature]
RE: Actions Relating to University Doctoral Faculty

An ad hoc Doctoral Council has been established to design and organize the University Doctoral Faculty as outlined in the final version of ROLE & SCOPE. At a session at UMR on March 6, 1973, President Batchford indicated that the proposals of the ad hoc committee would be reviewed by the APC and his offices and then implemented without being referred to the UMR Graduate Faculties for their approval. This is all scheduled to occur within the next few months. An action must be taken now if the above procedure for implementation is to be modified to recover faculty authority.

RESOLUTION

WHEREAS, the ad hoc Doctoral Council, which was appointed by the President to establish criteria for membership on the University Doctoral Faculty and to implement its initial development, has circulated an initial report of its deliberations and opinions which differ substantially from what many faculty members interpreted to be the intent of the ROLE & SCOPE statements on this subject, and

WHEREAS, the authority to establish the qualifications for and the privileges of membership in any such organization resides solely with the faculty, therefore be it

RESOLVED, that the UMR Academic Council hereby notifies the President of the University that it does not consider any proposal or policy pertaining to the establishment of a University Doctoral Faculty to be valid and binding upon the faculty until it has been submitted to and approved by the GRADUATE FACULTIES of the University.
April 5, 1973

To: University of Missouri-Polla FACULTY

RE: AGENDA for the Academic Council meeting of Thursday, April 12, 1973, at 1:30 in G-5 "humanities-Social Sciences Building.

I. Approval of the Minutes of the March 9, 1973, meeting with the following correction on page 3: General Resolution I, "Resolved, the Security and Traffic Safety Committee, under By-Law 4.533, shall consist of at least two faculty members elected from and by each School or College for a two year term, with one-half being elected each year, two undergraduate students selected by the Student Council and one graduate student selected by the Graduate Student Association. Student terms shall be for one year. The remainder of the Committee, in number and makeup, shall be determined by the Chancellor in accordance with the revised By-Law 4.533."

II. Unfinished Business: Student Referendum on Pass/Fail--December 14, 1972; II, 5.3 (Glen Haddock)

III. Reports of Administrative Responses to Actions Approved by the Academic Council.

A. Board of Curators approval of the UMR By-Laws Revisions--August 24, 1972 (Otto Hill).
B. Inter-Campus transfer policy--December 14, 1972; II, 5.19. (President Watchford/Dean Thompson)
C. Availability of State Funds for Instruction Arts Facility--November 16, 1972; 4.9. (Chancellor Baker)
D. Uniform Honors Designation--March 16, 1972; I, 8.2. (Dean Thompson)
E. Appointment of the Security and Traffic Safety Committee--March 16, 1973; II, 8.3. (Chancellor Baker)
F. Response to the Ad hoc Doctoral Council Resolution--March 16, 1973; II, 8.5. (President Watchford)

IV. Reports of Standing or Special Committees.

A. 4.512 Admissions and Academic Standards (Karl Wulfbauer)
   1. Report to change graduation requirements--February 15, 1973,
F. 4.516 Curricula Committee (Jim Johnson)
C. 4.519 Personnel Committee (Harry Weart)
D. 4.522 Student Affairs Committee (Bob Zedrow)
   3. Approval of Student Organizations.
F. 4.535 Tenure Committee
   1. Resolution for Grievance Procedure (Don Siehr)
E. Ad hoc Committee on Learning Resources (Dean Thompson)

V. New Business
Otto Hill called the meeting to order at 1:33 p.m. on Thursday, April 12, 1973, in G-5 of the Humanities-Social Sciences Building.

The minutes were approved of the March 8, 1973 meeting with the following correction on page 3:

**General Resolution I**

"Resolved, the Security and Traffic Safety Committee, under By-Law 4.533, shall consist of at least two faculty members elected from and by each School or College for a two year term, with one-half being elected each year, two undergraduate students selected by the Student Council and one graduate student selected by the Graduate Student Association. Student terms shall be for one year. The remainder of the Committee, in number and makeup, shall be determined by the Chancellor in accordance with the revised By-Law 4.533."

Under old business the chair recognized Wayne Tefft who moved that the discussion on the Student Referendum on Pass/Fail be recorded and become a part of the Academic Council archives. Louis Grimm seconded the motion. The chair noted that recording facilities had been provided in case the Academic Council approved the motion. Ken Robertson amended the motion to read that discussion will be recorded but only for purposes of identifying the major points under discussion. Schowalter seconded the motion. The amendment passed. The main motion was then voted on and it failed.

Glen Haddock introduced the recommendations of the Committee of Department Chairman on the "New Proposal for Regulation on Pass/Fail Enrollment."

**Item 1.1A** required no change.

**Item 1.1B** was then introduced. Richard Miller moved that the student proposal on 1.1B be accepted. Tefft seconded the motion. Planje moved that 1.1B be deferred until item 2.1 could be considered. Baird seconded the motion and the motion to defer passed.

Glen Haddock moved that 2.1 should read "No student shall apply the Pass/Fail option to more than one course in any one semester and to more than 20% of the credit hours used toward graduation." Skitch seconded the motion. The motion passed.

**Item 1.1B** was then taken up and passed to read as follows: "For the purpose of this proposal the term 'pass/fail' elective shall mean any course to be used toward graduation which is not specified to come from a specific discipline (i.e., requirements such as '4 hours of a modern language', '3 hours of social sciences' would all be pass/fail electives. '3 hours of mathematics', '6 hours of English', would not be pass/fail electives.)"

Glen Haddock moved approval of item 2.2. Miller seconded the motion. Harvey amended line 2 to read "by the department granting the degree." Andrews seconded the motion. The amendments and the motion passed. Item 2.2 reads as follows: "Any block of pass/fail electives falling under Part B of the definition of pass/fail electives may be declared by the department granting
the degree not to be a block acceptable for credit toward graduation when
taken pass/fail. However, any student who has used the pass/fail option on
such a course prior to his department's declaration may not be denied use
of that course toward graduation unless he took it when enrolled in a
different department."

Haddock moved 2.3 "All pass/fail electives may be taken pass/fail when not
in conflict with sections 2.1 and 2.2." be accepted. Grigropoulos seconded
the motion and the motion passed.

Haddock moved that 2.4 read "Any course may be declared by the common consent
of all departments in which the student may claim to have depth (i.e. minor,
option program, emphasis, etc.) as acceptable for credit toward graduation
when taken pass/fail." Grimm seconded the motion. The motion failed.

Items 2.5 and 2.6 are current policy and no change is necessary.

Haddock moved that 3.1 read "At least five school days before pre-registra-
tion for a semester begins each department shall: post its pass/fail policies
and provide each advisor with an ample supply of copies of these regulations
to be given to his advisees." Robertson seconded and the motion passed.

Haddock moved that 3.2 read "After the posting of policy, any changes in a
department's policy shall apply only to those semesters which follow the
semester that regulations were posted for." Pearson seconded the motion
and the motion passed.

No action is required on 4.1 because it is current policy.

Grigropoulos moved that 4.2 read "Instructors shall not be notified except
by the student of pass/fail enrollment." Montgomery seconded the motion.
Tefft moved that the motion be referred to the Admissions and Academic
Standards Committee. Jim Johnson seconded the motion. The motion to refer
was defeated. The main motion then was defeated.

Jim Johnson moved that 4.3 read "When a course is taken pass/fail a grade
of A, B, C, or D shall be recorded 'S'. F shall be recorded 'U'. Skitek
seconded the motion. Johnson amended the motion to read that only A, B, C,
will be recorded as 'S' and D and F will be recorded as 'U'. Skitek seconded.
The amendment failed. The main motion then passed.

Jim Johnson moved that 4.4 read "After the end of the sixth week of a semester
no student shall change the grading option of any course." Summers seconded
the motion. Tefft amended the motion to read four weeks. Snow seconded the
amendment. Dean Johnson then amended the amendment to read two weeks and
Skitek seconded. Johnson's amendment to Tefft's amendment passed. The main
motion as amended then passed.

II, 9.2 The Chair then asked that his previously circulated motion describing the
proposed follow-up action on an interim status of pass/fail be placed before
the Council. Schowalter so moved and Andrew seconded the motion. The
motion reads:

WHEREAS, the Academic Council has considered and expressed an
opinion on certain modifications of the present pass/fail procedures
which have been offered by the UMR student body and recommended by
the Committee of Department Chairmen, and

WHEREAS, existing pass/fail policy must be formally rewritten
to incorporate these features and prepare them for publication in the
Manual of Information and Catalog, therefore, be it
RESOLVED, that the Academic Council charges the CDC with the responsibility for drafting the new policy statement, which be returned to the AC for its consideration and approval before its adoption and implementation by the University of Missouri-Rolla.

Glen Haddock speaking for the CDC indicated that they would decline the charge since the CDC is not an Academic Council committee and because this charge is outside the CDC's responsibility. After some discussion, Dean Thompson indicated that his office would edit the new pass/fail regulations. Schowalter and Andrews agreed to withdraw the motion.

Summers moved that the time for adjourning be extended beyond four o'clock. Schowalter seconded the motion, and the motion passed.

The following responses to previous actions of the Academic Council were provided by those administratively responsible.

II,9.3 Bill James introduced the UMIFAC Recommendations on Transfer of Credits Policy. Dahm moved that these recommendations be approved by the Academic Council and that President Ratchford be informed by the Chairman of said approval. The Chair noted that a vote on this question, which was not a part of the circulated agenda would be entertained if no one objected. Schowalter seconded the motion and the motion passed.

Bill James also reported that the UMIFAC Committee was having difficulty in establishing a uniform numbering system especially for graduate courses. Any one wishing to express his ideas should give them to Jim Johnson or Dean Thompson who are UMR's representatives on the committee.

Chancellor Baker reported that there is no official information at this time on capital improvements.

Dean Thompson reported that Uniform Honors Designation is being worked on in committee.

Chancellor Baker reported that the Security and Traffic Safety Committee faculty representation would be selected on the basis recommended by the Academic Council in its March 8, 1973, meeting.

Hill noted President Ratchford's response to the Ad Hoc Doctoral Council Resolution. Copies of this response are available from all Academic Council members.

The following standing committee reports were given.

Karl Muhlbauer reported that the Admissions and Academic Standards Committee had no recommendation on changing graduation requirements at this time.

Muhlbauer moved that the Admissions and Academic Standards Committee proposal on Dual Enrollment be adopted. Tracey seconded the motion. Chancellor Baker noted that the North Central Association team in its exit interview pointed out that there are too many special students in UMR's graduate courses. Jim Johnson amended the motion to read:

Dual enrollment allows an undergraduate student to enroll for courses that may later be used for graduate credit.

Admission to dual enrollment is granted by the Director of Admissions with the approval of the department chairman during the student's senior year (generally in the last semester). Admission is granted to a student whose academic
achievement as an undergraduate would satisfy the scholastic requirements for admission as a regular graduate student. Admission to this program does not constitute admission to Graduate School. A student who desires to dually enroll must submit an application to the Director of Admissions. Forms for this purpose can be obtained from this office.

Dual enrollment is normally limited to a total of 16 credit hours per semester. Petitions for excess hours are considered by the department chairman and the undergraduate school dean. If a dually enrolled student fails to meet undergraduate requirements, his probationary status will be that of an undergraduate student and will be judged without reference to graduate grades.

II,9.4 Robertson seconded. After considerable discussion, Robertson moved to refer the question to the Panel of Deans. Shewalter seconded the motion and the matter was referred.

II,9.5 Jim Johnson moved that report #8 of the Curricula Committee be accepted. Medrow seconded the motion and the motion passed.

II,9.6 Jim Johnson moved that report #9 of the Curricula Committee be accepted. Grimm seconded. Pearson moved that item 137 be separated from the main motion. Miller seconded and the motion to separate passed. Report #9 was then passed.

II,9.7 Pearson then moved to refer item 137 back to the Curricula Committee because the Freshman Composition requirement in the proposal was unclear. Miller seconded the motion and the motion to refer passed.

II,9.8 Jim Johnson moved "that all future changes in departmental curricula follow the same route as requests for course additions, etc., i.e. approved or disapproved by the Academic Council after consideration and recommendation by the Academic Council Curricula Committee." Dahm seconded the motion and the motion passed.

II,9.9 The Chair then moved the agenda to item IV.D.3. Medrow moved approval of the constitutions on three student organizations. Dahm seconded the motion and the motion passed.

The Chair asked that Chancellor Baker's written response to "Questions of Concern to UMR Faculty" be circulated with the minutes of this meeting.

The meeting was adjourned at 4:48 p.m.

Respectfully submitted

Michael Patrick, Secretary

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED
TO : Members of the Academic Council  
FROM: Wayne E. Tefft  
RE : The New Proposal for Regulation of Pass/Fail Enrollment  

I would like to offer for your consideration some objections to the report of the Committee of Department Chairman. First, it seems to me that we have an obligation to give reasons for disapproval of any of the students proposals. I will therefore move that a detailed transcription of the Council's discussion and action be taken and made available to student news media, and be made a part of the Council's archival record.  

I am particularly disturbed by item 4.2. The students apparently feel that they may be subject to discrimination by those faculty members who disapprove of the P/F option. Although I find it difficult to believe that anyone would do this, an investigation would seem to be in order. On the other hand, there are some valid reasons for the instructor's being notified of the grading option chosen by the students. He might, for example, wish to require or allow a term paper instead of the usual series of examinations for those students choosing the P/F option. I see this as particularly useful in cases such as a liberal arts student taking a technical course for which his mathematics background might be inferior to that of the other students in the course.  

Similarly, item 4.4 merits more consideration. By and large I approve of the student proposal, although in some cases it would not be a good policy. Perhaps this could be accepted as a general rule, but the instructor would have the option of making exceptions as long as these were announced to the students at the beginning of the semester.  

I will therefore move to refer these two items to the Admissions and Academic Standards Committee with instructions to attempt to determine a compromise proposal which would satisfy the legitimate objections of both faculty and students.

Wayne E. Tefft
TO: MEMBERS OF THE ACADEMIC COUNCIL  
FROM: OTTO H. HILL, CHAIRMAN  
RE: CONSIDERATION OF PASS/FAIL REVISIONS  

To assist you in your present departmental deliberations on the quoted topic, I am pleased to offer you the following student rebuttals to the CDC recommendations to be voted upon April 12, 1973.

March 22

Dr. Otto Hill  
Chairman Academic Council  
209 Physics

Dr. Hill,

There has been considerable confusion about the student proposal on Pass/Fail. Since it would be impossible to meet with each member and discuss the proposal, I have outlined what the proposal is supposed to do and some of the motivation for its structure.

I hope this explanation will be useful to the members as they consider the proposal. Should anyone have more specific questions I can be reached by campus mail and campus phone at KNS: (1272). My home phone is 364-8438.

Sincerely,

Steven Roemerman  
Undergraduate member, Academic Council

In preface to an explanation of the proposal I'd like to mention the principles it was based on: P/F should be easy to use and hard to misadministrate, and, P/F is a desirable method to encourage a student to explore outside his field and to take extra courses in his field.

1.1a This section is to provide a basic set of courses that can be used for P/F enrollment.

1.1b This section is designed, with sec. 2.2, to provide a flexible set of classes to be used for P/F. This set of courses could be modified to exclude certain blocks of electives if a student's department deemed them unsuitable for P/F. The method of selection in this section is based on the way a course is listed in the schedule of classes, not on a departmental division of classes, since some departments offer courses in several disciplines.
2.1 This section is designed to allow a student to take more than one course P/F at a time. Since many students have little flexibility in their first semesters the courses they can use for P/F enrollment tend to pile up.

2.2 This section is designed to allow departments flexibility with sec. 1.1b. Some electives such as technical electives may or may not be desireable for P/F use depending on the department's requirements.

2.3 In our view the word "APPROVED" implies that an advisor has found the schedule technically correct and suitable for use toward graduation, not that he found it aesthetically pleasing.

2.4 The CUC amendment seems basically editorial. Dr. H's amendment to the amendment is not satisfactory.

2.5 self explanatory

2.6 self explanatory

3.1 This section is aimed at clearing up confusion about each departments polices and P/F courses

3.2 This is to provide some measure of stability.

4.1 Present policy

4.2 Many students have expressed:
I dissatisfaction over present policy since they consider this a major point
II concern over those teachers who oppose P/F and have P/F enrollees in their classes.

Also with this section instructors would keep regular grades, making sec. 4.4 more practical.

4.3 Self explanatory, present policy.

4.4 This to allow a student who is enrolled P/F to change to the regular grading system if he wants or from regular to P/F. This would allow a student to stay enrolled in a course he would otherwise have to drop and give him the chance to take it later for a grade.

4.5 self explanatory
March 20, 1973

To: Dean Adrian H. Daane
    Dean J. Stuart Johnson
    Dean T. J. Planje
    Mr. Gerald Wappelhorst (President, UMR Student Council)
    Mr. Michael Hardie (President, UMR Graduate Student Association)

From: Chancellor Merl Baker

RE UMR Academic Council Resolution on Composition of Security and Traffic Safety Committee

Dear Colleagues:

At its March 8, 1973 meeting, the UMR Academic Council passed the following attached Resolution requesting this office to adopt the outlined procedures in the staffing of the Security and Traffic Safety Committee.

It is a pleasure for us to be able to accommodate the wishes of the Council in this matter.

You are respectfully requested to supply the names of the students and faculty chosen to serve on this committee to the attention of this office on or before May 1, 1973.

Sincerely yours,

Merl Baker
Chancellor

MB/mlc

cc: Dr. Otto H. Hill
    Mr. Lance Williams
Dr. Otto H. Hill, Chairman  
UMR Academic Council  
University of Missouri-Rolla  
Department of Physics  
103 Physics Building  
Rolla, Missouri  

Dear Otto:

This will acknowledge receipt of your letter of March 13. I appreciate your kind words and did thoroughly enjoy my recent trip to Rolla and the chance to visit informally with many of my colleagues.

I want to give further study to the resolution passed by the UMR Academic Council. I would question one of the assumptions which is stated as:

"Whereas, the authority to establish the qualifications for and the privileges of membership in any such organization resides solely with the faculty. . . ."

The faculty certainly plays a major role, but the term "faculty" needs defining. Further, I think it has been customary for matters of qualifications of personnel to be determined jointly by peers and administrative officers who are also faculty members within the University and on occasion by peers from beyond the University. Further, the Board of Curators has not delegated, according to information I can find, the full responsibility for various types of faculty appointments to the faculty.

I am not intending to be argumentive but merely to suggest that there needs to be thorough discussion and consequently full understanding of what is meant by statements such as those contained in parts of your resolution.

Yours very truly,

C. BRICE RATCHFORD  
President

CBR:jkz  

cc: Chancellor Merl Baker  
Vice President Paul Nagel  
Dean Dudley Thompson
MEMO TO: Academic Council

FROM: Admissions and Academic Standards Committee

RE: Dual Enrollment Policy

At present, the dual enrollment policy appears only in the 1972-73 Graduate Bulletin and is stated as follows:

DUAL ENROLLMENT

Admission for dual enrollment as an undergraduate and graduate student is granted by the Director of Admissions with the approval of the department chairman during the second semester of the student's senior year. Admission is normally given to those students who rank in the upper third of their undergraduate class. A student who desires to dually enroll must submit an application to the Director of Admissions. Forms for this purpose can be obtained from this office.

Dual enrollment is limited to 16 credit hours per semester. Petitions for excess hours are considered by the Dean of the Graduate School. If a dual enrolled student fails to meet undergraduate requirements, his probationary status will be that of an undergraduate student and will be judged without reference to graduate grades.

The A. & A. S. committee proposes the following revised policy for dual enrollment. If approved by the Academic Council, this policy will be published in the Undergraduate Bulletin and the Manual of Information.

DUAL ENROLLMENT

Admission for dual enrollment as an undergraduate and graduate student is granted by the Director of Admissions with the approval of the department chairman during the student's senior year (generally in the last semester). Admission is granted to a student whose academic achievement as an undergraduate would satisfy the scholastic requirements for admission as a regular graduate student. Admission to this program does not constitute admission to Graduate School. A student who desires to dually enroll must submit an application to the Director of Admissions. Forms for this purpose can be obtained from this office.

Dual enrollment is normally limited to a total of 16 credit hours per semester. Petitions for excess hours are considered by the department chairman and the undergraduate school dean. If a dually enrolled student fails to meet undergraduate requirements, his probationary status will be that of an undergraduate student and will be judged without reference to graduate grades.
MEMO TO: UMR Academic Council

FROM: Academic Council Curricula Committee

Re Committee Report No. 8, 72-73

The following course additions and changes have been received and considered by the ACCC. The committee recommends that they be approved.

93. **Chemical Engineering 1**, Introduction to Chemical Engineering, change of course number (ChE 1 to ChE 10).

94. **Civil Engineering 2**, Introduction to Civil Engineering I, change of course title (to "Introduction to Civil Engineering"), course number (CE 2 to CE 10), credit hours (1/2 lecture to 1 lecture), catalog description ("Introduction to the profession of civil engineering. Description of preference areas and lectures on major engineering projects. Guidance and help lectures. Required of first semester freshmen." to "Introduction to the profession of civil engineering and description of preference areas; orientation to university life and guidance on forming good study habits; theory and use of the slide rule. Required of first semester freshmen.").

95. **Civil Engineering 3**, Introduction to Civil Engineering II, change of course title (to "Introduction to Civil Engineering Design"), course number (CE 3 to CE 20), credit hours (1/2 lecture to 2 lecture), catalog description ("Continuation of CE 2. Engineering problem solving, engineering computations, the slide rule, introduction to the digital computer. Required of second semester freshmen." to "Engineering problem solving and computations. Introduction to the philosophy of design and professional practice through the project method of instruction. Required of second semester freshmen.").

96. **Electrical Engineering 1**, Introduction to Electrical Engineering I, change of course title (to "Introduction to Electrical Engineering"), course number (EE 1 to EE 10), credit hours (1/2 lecture to 1 lecture), catalog description ("An orientation to electrical engineering. Organization of engineering problems, computation skills, and technical communication. A brief history of engineering and an introduction to the various areas in the profession of electrical engineering." to "An orientation to electrical engineering. A brief history of engineering and an introduction to the various areas of electrical engineering.").

97. **Electrical Engineering 2**, Introduction to Electrical Engineering II, change of course title (to "Introduction to Electrical Engineering Design"), course number (EE 2 to EE 20), credit hours (1/2 lecture to 1 lecture), catalog description ("A continuation of EE 1" to "An introduction to engineering design and the work of the engineer. Organization of engineering problems, computation skills, and technical communication. The relationship of engineering to problems of modern society.").
101. **Electrical Engineering 338**, Electrical Machinery Laboratory, deletion.
105. **Electrical Engineering 365**, Pulse and Switching Circuits, deletion.
106. **Electrical Engineering 366**, Pulse and Switching Circuits, deletion.
108. **Engineering Management 1**, Introduction to Engineering Management, change of course number (EMgt 1 to EMgt 10), credit hours (1/2 lecture to 1 lecture).
109. **Engineering Management 2**, Introduction to Engineering Management, change of course title (to "Introduction to Engineering Management - Case Studies"), course number (EMgt 2 to EMgt 20), credit hours (1/2 lecture to 1 lecture), catalog description ("Continuation of Mgt. 1. Required of second semester students." to "Introduction to business games and case studies related to technical business enterprises. Required of second semester students.").
110. **English 100**, Shakespeare, deletion.
111. **English 108**, Modern Drama, deletion.
112. **French 70**, French Readings, deletion.
113. **French 80**, Readings and Composition, new course. Credit hours (4 lecture), prerequisites (French 2 or consent), catalog description ("Designed to develop substantially reading vocabulary, review grammar in depth, increase comprehension of the spoken language and encourage students to speak in the language. One hour language lab per week required.").
114. **French 170**, Masterpieces of French Literature, change of prerequisites (French 70 to French 80).
115. **French 180**, Basic Composition, change of course title (to "Intermediate Composition"), prerequisites (French 70 to French 80).
116. **Geological Engineering**, curricula changes:
1. Sophomore Year, Second Semester, change "LSci 251-Ecology** ... 2" to "Technical Elective** ... 2".
2. Junior Year, First Semester, change "EE 281-Electrical Circuits** ... 3" to "Pet 131-Drilling and Prod Fract ... 3".
3. Junior Year, First Semester, change "Geol 283-Geophysical Exploration** ... 3" to "Technical Elective** ... 3".
4. Junior Year, Second Semester, change "CE 215-Elem Soil Mech** ... 3" to "Technical Elective** ... 3".
5. Senior Year, First Semester, change "MIn 225-Mine Exploita­tion** ... 3" to "EE 281-Electrical Circuits** ... 3".
6. Senior Year, First Semester, change "MIn 231-Rock Mechanics ... 3, Technical Electives ... 3" to "Technical Electives** ... 6".
7. Senior Year, First Semester, change "Pet 131-Drilling and Prod Fract ... 3" to "Free Elective ... 3".
8. Senior Year, Second Semester, change "Elective Humanities Social Studies ... 3" to "Elective Humanities Social Sciences ... 3".
9. Senior Year, Second Semester, change "Technical Electives ... 6" to "Technical Elective** ... 3, Free Elective ... 3".
10. Change footnote "***Or Approved Substitutes" to "***To be selected from GeE 315, GeE 335, GeE 371, GeE 372, Min 225, Min 231, Min 307, Petr 232, Petr 241, CE 215, CE 229, CE 231, Geol 211, Geol 283, Geol 292, LSci 251."

117. **Bachelor of Arts Degree**, curricula changes: page 40, UMR Bulletin, change "I.c. Foreign Language: At least four semesters in one language, approximately ... 12 hrs." to "I.c. Foreign Language: At least twelve hours in one language ... 12 hrs.".

118. **Mathematics 301**, Special Topics, new course. Catalog description ("Class instruction in mathematics in an area of interest to upperclassmen and graduate students, which may develop into a continuing course. Subject and credit to be arranged.").

118. **Mechanical Engineering 251**, Machine Design II, change of course number (ME 251 to ME 209), credit hours (2 lecture, 2 lab to 3 lecture).

119. **Spanish 70**, Spanish Readings, deletion.

120. **Spanish 80**, Readings and Composition, new course. Credit hours (4 lecture), prerequisites (Spanish 2 or consent), catalog description ("Designed to develop substantially reading vocabulary, review grammar in depth, increase comprehension of the spoken language and encourage the student to speak in the language. One hour language lab per week required.").

121. **Spanish 170**, Masterpieces of Hispanic Literature, change of prereq­uisites (Spanish 70 to Spanish 80).

122. **Spanish 180**, Basic Composition, change of course title (to "Intermediate Composition"), prerequisites (Spanish 70 to Spanish 80).

Respectfully submitted,

James W. Johnson
AC Representative on ACCC
MEMO TO:  UNIV Academic Council

FROM:  academic Council Curricula Committee

The Committee Report No. 9, 72-73

The following have been received and considered by the ACCC. The
committee recommends that they be approved.

123. Aerospace Engineering 1, Introduction to Aerospace Engineering,
change of course number (AE 1 to AE 10), credit hours (1/2 lecture to 1 lecture).

124. Aerospace Engineering 2, Introduction to Aerospace Engineering,
change of course title (to "Introduction to Aerospace Engineering Design"),
course number (AE 2 to AE 20), credit hours (1/2 lecture to 1 lab), catalog description
("Continuation of AE 1" to "Continuation of AE 10").

125. Engineering Mechanics 1, Engineering Orientation I, change of
course title (to "Introduction to Engineering"), course number
(EM 1 to EM 10), credit hours (1/2 lecture to 1 lecture), catalog
description ("Nature of professional work in engineering. Discussion of various branches of engineering. Evaluation of individual's aptitudes for the engineering profession. Introduction to engineering calculations and proper organization of engineering problems. Use of computers and dimensional analysis." to "Introduction to the professional role of the engineer. Discussion of the work of the engineer and the various branches of engineering. Instruction on the use of campus facilities and special programs. Study habits and proper organization of engineering problems.").

126. Engineering Mechanics 2, Engineering Orientation II, change of
course title (to "Basic Engineering Mechanics Applications"),
course number (EM 2 to EM 20), credit hours (1/2 lecture to 2 lecture), catalog description ("Continuation of Engineering Orientation I" to "Engineering calculations including dimensional analysis, slide rule, and computers. The concepts of Engineering Mechanics as applied to design considerations including load types, materials, design constraints, and resources. Lectures on practical design problems. Student design problems.").

127. English 70, Narration, change of course title (to "Creative
writing"), prerequisites (Engl 60 plus one semester of literature to Engl 1 and one literature course), catalog description ("Practice in chronological development and associated techniques, with special attention to the short-story as a narrative form. Either semester." to "Practice in forms and techniques of poetry and prose fiction, with special attention to narrative development. Either semester.").
128. Petroleum Engineering 232, Introduction to Well Logging, change of credit hours (2 lecture, 1 lab to 3 lecture), catalog description ("Fundamental principles of electrical logging; qualitative and quantitative analysis of conventional and specialized electrical logs. First semester." to "Fundamental principles of electrical logging; qualitative and quantitative analysis of conventional and specialized well logs. First semester.").


130. Petroleum Engineering 305, Underground Storage of Natural Gas, change of prerequisites (Consent of Instructor to Petr 241), catalog description ("Technology of underground storage of natural gas; gas reservoir pressures and volumes with water encroachment, gas injection, and simultaneous withdrawal; gas storage practices; flow equations for linear, radial, hemispherical, elliptical, and thick sand systems; field calculations; performance calculations." to "Reservoir engineering as applied to gas storage. Criteria for determining suitable aquifer storage; pumping tests, unsteady-state movement of fluid, non-Darcy flow, production-injection conditions, gas reservoir performance, equipment and gas well testing procedures.").

131. Petroleum Engineering 331, Advanced Phase Behavior of Hydrocarbons, change of course title (to "Behavior of Hydrocarbon Fluids"), catalog description ("An advanced study of volumetric and phase behavior of hydrocarbons. Second semester." to "Fundamentals of the behavior of hydrocarbon fluids including phase relations and applications to reservoir and separator problems. First semester.").

132. Petroleum Engineering 332, Phase Behavior, change of catalog description ("High pressure equipment calibration; determination of high pressure gas compressibility factors; analysis of synthetic bottom-hole crude samples; operation of analog computer in solution of selected problems. Second semester," to "High pressure equipment calibration; determination of high pressure gas compressibility factors; and analysis of synthetic bottom-hole crude samples. First semester.").

133. Petroleum Engineering 333, Electric Logging, change of credit hours (2 lecture, 1 lab to 3 lecture), catalog description (Continuation of Petr. 232 with emphasis on quantitative interpretation. Second semester." to "Continuation of Petr. 232 with emphasis on quantitative interpretation. Second semester.").


135. Petroleum Engineering 405, Advanced Principles of Oil Production I, change of course title (to "Advanced Petroleum Economics"), prerequisites (Petr 329 to Petr 257 or consent of instructor), catalog description ("Mathematical and physical analysis of homogeneous and heterogeneous petroleum reservoir flow systems; steady state and unsteady state flow phenomena. Either semester," to "Current economic problems of the petroleum industry, including taxation, risk analysis, governmental regulations, and profitability analysis. Fall semester.").
136. Petroleum Engineering 406, Advanced Principles of Oil Production II, change of course title (to "Mathematical Modeling of Hydrocarbon Reservoirs"), prerequisites (Petr 405 to Petr 310), catalog description ("A continuation of Petr 405; additional emphasis on analysis of secondary recovery problems by analog model studies. Either semester.") to "Continuation of Petr 310, with emphasis on the solution of practical reservoir simulation problems. Either semester.").

137. Petroleum Engineering, curricula changes:
1. Freshman Year, First Semester, change "Engl 1-Rhetoric and Compl...3" to "ET 10-Engineering Drawing...3".
2. Freshman Year, Second Semester, change "Chem 3,8-Gen Chem and Qual A...5" to "Chem 3-General Chemistry...3", "Hist 60-American Civilization...3" to "Hist 60-American Civilization...3", "ET 10-Engineering Drawing...3" to "Hum or SS Elect...3".
3. Sophomore Year, First Semester, change "Engl 60-Exposition...3" to "Hum and SS Elect...6", "Phy 21-General Physics...4", Phy 22-General Physics Lab...1" to "Phy 23-Engr Physics...4".
4. Sophomore Year, Second Semester, change "Econ 101-Principles of Econ II...3" to "Geol 51-Principles of Geology...4", "Phy 25-General Physics...4", Phy 26-General Physics Lab...1" to "Phy 24-Engr Physics II...4".
5. Junior Year, First Semester, change "EE 281-Electrical Circuits...3" to "Petr 232-Intr to Well Logging...3", "EMe 100-Statics and Dynamics...5" to "EMe 50-Engr Mech-Static...3", "Geol 51-Principles of Geology...4" to "Chem 241-Physical Chemistry...3", add "Engl 160-Technical Writing...3".
6. Junior Year, Second Semester, change "Chem 241-Physical Chemistry...3" to "Petr 302-Offshore Petr Technology...3", "EE 283-Electronic Devices...3", EE 284-Electronic Lab...1" to "EE 281-Electrical Circuits...3", "Electives Humanities...3" to "Petr Tech Elect...3", add "EMe 150-Engr Mech-Dynamics...2".
7. Senior Year, change "Geol 241-Petroleum Geology...2" to "First Semester  
   ME 225-Heat Transfer....3  
Petr 149-Petroleum Engr Seminar...1  
EE 283-Electronic Devices...3  
Petr Technical Elect......6  
Math Elect2..............3  
Second Semester  
Petr 247-Petr Engr Design...3  
Petr Technical Elective...3  
Hum and SS Elective.......3  
GeE 243-Subsurface Explor...3  
Free Elective...........3",  

8. Footnotes, change "1See page on requirements in humanities and social sciences." to "1or Pysc 90, Hist 102", "2Mathematics elective selected from Math 215, 322, 325, 383, or CSc 218" to "2or CSc", add "3A minimum of 6 hours required in humanities."
138. Mathematics 430, Theory of Differential Equations I, change of prerequisites (Math 311 or consent of instructor to Math 302 or consent of instructor), catalog description ("Existence, uniqueness theorems, linear systems, linear operators, adjoint systems, non-linear equations, stability, asymptotic behavior, periodic solutions, Liapunov methods." to "Stability theory, Liapunov's direct method, periodic solutions, Poincare-Bendixson theory, applications.").

139. Mathematics 431, Theory of Differential Equations II, change of prerequisites (Math 430 to Math 430 or consent of instructor), catalog description ("Continuation of Math 430" to "Continuation of Math 430. Nonlinear oscillations, solutions near singular points, asymptotic methods, differential equations on manifolds, boundary-value problems.").

140. Mechanical Engineering 1, Introduction to Mechanical Engineering, change of course number (ME 1 to ME 10), credit hours (1/2 lecture to 1 lecture).

141. Mechanical Engineering 2, Introduction to Mechanical Engineering, change of course title (to "Introduction to Mechanical Engineering Design"), course number (ME 2 to ME 20), credit hours (1/2 lecture to 1 lab), catalog description ("Continuation of ME 1. Engineering calculations including the use of the slide rule and dimensional integrity." to "Continuation of ME 10. Engineering calculations including the use of the slide rule and dimensional integrity.").

II. Because of differing interpretations of Sections 4.230 and 4.516 of the UMR By-laws, difficulties have arisen regarding course changes in departmental curricula. Some curricula are changed with School approval, some only after Academic Council approval. Among other things, this has led to confusion as to where such requests should be submitted.

The Curricula Committee feels it would be beneficial for the Academic Council to adopt a uniform campus-wide procedure to be used to effect all changes in departmental curricula. The Committee recommends the same procedure be used as for course changes, additions, etc., i.e., requests submitted to the Academic Council for approval after study and recommendation by the Curricula Committee.

To accomplish this, the undersigned moves "that all future changes in departmental curricula follow the same route as requests for course additions, etc., i.e., approved or disapproved by the Academic Council after consideration and recommendation by the Academic Council Curricula Committee."

III. Numerous departmental requests to offer new courses continue to be received by the Curricula Committee. The Committee has questioned the need for some of these but has not heretofore had a general set of publicized criteria on which to base recommendations to the Academic Council. Hence, most issues were handled
on an individual basis with rather vague criteria and looseness of application. It appears that the time has come when we can no longer afford to handle these matters in such a manner.

After much consideration, the Committee feels that a valid recommendation regarding proposed new courses can be made by asking the following four questions, the answers to which can usually be documented:

1. Can the material be taught under an existing course number?

2. Is there duplication of subject material in existing courses on campus?

3. Can a need and/or demand for the course be demonstrated?

4. Are all present course listings in the department viable?

Unless some alternate criteria are given, the recommendations of the Curricula Committee to the Academic Council regarding new courses will be based on the above.

Respectfully submitted,

James W. Johnson

AC Representative on the Curricula Committee
I. ACTION REQUESTED: New Course ____; Deletion ____; Change of Effective Date ______________________

II. INFORMATION ON WHICH REQUEST IS BASED:

1. Department __________; Course No. (Present) _______; (Proposed) _______
2. Course Title: Present __________________________________________________________
   Proposed ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
3. Catalog Description (limited to 40 words):
   Present:
   Proposed:
4. Credit Hours: Present: Lecture _____, Lab _____, Total ____
   Proposed: Lecture _____, Lab _____, Total ____
5. Prerequisites: Present _______________________; Proposed _______________________
6. Semester Offered: Present ___________________; Proposed _______________________
7. Required for Majors _____; Elective for Majors _____; Service _____________
8. Estimated Enrollment _____; Instructor ________________________________________
9. Proposed Text(s) ___________________________________________________________
10. Justification:

11. Additional Support Information (Attach Sheets):
    a. _____ Course Syllabus; b. _____ Instructor Qualifications;
    c. _____ Substantiation of need

III. APPROVED BY DEPARTMENT: 

Chairman Signature: ____________________________ Date: ____________________________

Department: ____________________________

IV. APPROVED BY SCHOOL:

Dean Signature: ____________________________ Date: ____________________________

School/College: ____________________________

V. RECOMMENDATION OF UMR CURRICULA COMMITTEE

Curricula Committee Chairman Signature: ____________________________ Date: ____________________________

Action: ____________________________

Form UMR CCI - 12/1/71
Revised 3/30/73
INSTRUCTIONS FOR COMPLETING UMR CCI FORMS:

1. **New Course**: Complete items 1 through 10. Item 11 is optional. However, if members of the UMR Curricula Committee feel they have insufficient information, they may ask for these data before taking action.

2. **Deletion**: Complete items 1 through 4, and 10.

3. **Changes in an Existing Course**: Complete items 1 through 10 which are applicable. Item 11 is optional, but these data may be needed by the UMR Curricula Committee before taking action if they feel they have insufficient information. In item I, ACTION REQUESTED, indicate by the number 1 the primary reason for the change, and by number 2 all other changes which are considered as secondary. Be sure to indicate existing conditions and all changes in II, INFORMATION ON WHICH REQUEST IS BASED.

4. **Challenge of New or Existing Courses**: If duplication is contended, the department making the objection to the UMR Curricula Committee must complete all items on the UMR CCI information sheet for the course they feel is being duplicated. No objection will be considered by the UMR Curricula Committee unless the objection is supported on the UMR CCI form.
1. The first 4 digits would indicate order received, this will be a continuous non-recurring series.

2. The next 2 digits indicate calendar year received.

3. The next 4 digits indicate department, using the coding in the University budget:

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4. The next 3 digits would indicate the course number.

5. The next 2 digits would indicate the type of action requested:

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6. The final 2 digits would be added at a later date and would indicate the final action by the Committee.

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Memo To: Academic Council

From: Personnel Committee

Re: Instrument to evaluate administrators (ref. Chancellor Baker's memo of July 26, 1972 to the Academic Council, charge #2, page 2)

The Personnel Committee has explored the dimensions of this charge briefly, and has reached the following conclusions:

1. A single instrument to evaluate all administrators is impossible.

2. An instrument may evaluate either the traits of the individual or his performance. Probably performance evaluation is more important whenever the individual already holds his position.

3. To arrive at a performance evaluation it appears essential that prior agreements must be reached between the evaluator and the evaluated about (1) distribution of effort and (2) standards of acceptable performance. Flexibility is particularly called for in the first case.

4. An on-going program of definition and education is needed to carry out such a wide-scale series of evaluations. People must agree, in other words, on commonly held definitions of what standards and ratings they are using.

5. An important part of this on-going program would be to include evaluative information gathered from persons, e.g., faculty, students, etc. who use continually the services of the administrator being scrutinized.

The Committee recommends:

1. that efforts to prepare a universal instrument for evaluating all administrators be abandoned in favor of an ongoing program of administrative evaluation

2. that this program be formulated promptly by the UMR administration with the aid of on - or off-campus people knowledgeable and experienced in academic personnel administration (Consideration should be given to temporary special assignments for certain administrators and/or faculty for this task).

3. that the Personnel Committee and an appropriate student group be full participants in the formulation of the program.

4/3/73
Memorandum To: John Dehn, Chairman of Agenda Committee, Academic Council

From: J. J. Siehr, Chairman of Tenure Committee

Re: Resolution for Grievance Procedure

The Tenure Committee requests that the following resolution be added to the agenda for the April meeting of the Academic Council:

"Be it resolved that the Personnel Committee of the Academic Council be instructed to work with the Tenure Committee in developing a policy statement and associated procedures for termination and grievance cases involving non-tenured faculty and faculty in a non-regular status."

S. J. Siehr

cc: Charles Johnson
    Kelvin Garner

P.S. The Vice, Procedures and Agenda Committee wishes to have the members of the Academic Council note that the new tenure regulations make no provision for policy and procedures relating to termination and grievance cases involving non-tenured faculty and faculty in a non-regular status.

With that as background, please consider carefully the resolution (above) from the Tenure Committee.

John J. Dehn
LEARNING RESOURCES

A Statement of Purpose

Learning Resources are those campus wide services and facilities whose major purpose is to support the instructional programs of the University of Missouri - Rolla. These services and facilities facilitate the learning process through the production, storage and retrieval of educational materials. In addition they provide facilities and resource personnel to aid faculty and students in the development of their educational skills. Alternate methods of teaching are made available to supplement and complement traditional modes of instruction in recognition of the individual differences apparent in the human learning process.

Academic support services and facilities available to UMR faculty and students include the library, instructional television, audio-visual services, FM radio station, counseling and testing center, and the computer center. Intercampus exchanges of educational materials, programs and services are also handled by these offices.

Library. The library acquires, catalogues, and circulates educational materials to meet the individual needs of faculty and students. The materials may be in many forms including print, film, records, video and audio tape. The library will increasingly utilize electronic devices for the retrieval of information and implement other innovative approaches to fulfill its role in the academic community.

Instructional Television. This unit includes facilities and staff for the production of televised educational materials and the distribution of these materials to groups. Intercampus educational television and public television are parts of this resource. Production assistance will be provided as requested to other campus units who have television facilities. A repair service will be maintained for campus video equipment.

Audio-Visual Services. The audio-visual unit includes personnel and production facilities to aid faculty and students in the development of audio-
visual educational materials. Intercampus and intracampus exchanges of audio-visual materials are part of the services provided. A pool of equipment for university affiliated individuals and groups is available. In addition, parts and repair service will also be available for audio-visual equipment.

**FM Radio Station.** The FM radio facility is an outreach function for the educational programs of the university. It will carry instructional programming and have the facilities for the production of audio instructional materials. Intercampus linking of selected FM radio programs is also part of the services of this facility.

**Counseling and Testing Center.** The counseling center directly aids students to capitalize on their unique potential as individuals in the academic community. In addition to educational, vocational, and personal-social counseling and other educational support programs, testing services and programmed materials in basic academic skills are available for faculty and student use.

**Computer Center.** The major functions of the computer center include: the development and maintenance of computer application programs for academic computing; the scheduling of equipment and personnel to provide computer services for instruction, research and information processing on the Rolla Campus; the acquisition of computer equipment, materials and supplies; recommendations related to the planning and utilization of computer resources; the coordination of UMR computer activities and techniques with other members of the University of Missouri computing network; and assisting academic departments in the development and implementation of computer aided instructional programs and techniques.
To:       Dr. Otto Hill  
From:    Merl Baker  
Re:      Questions of Concern to UMR Faculty

Otto, thank you for your letter of April 3. I will respond as follows:

1.) U-wide calculates faculty productivity by dividing the student credit hours taught by the department by the faculty FTE. UMR has been cited for being the lowest of the four campuses. To assure U-wide, the Board and the public that our faculty is doing other things of value, some FTE has to be assigned to other duties such as extension and separately-budgeted research. These assignments were made by the deans and hopefully with the knowledge of the department chairmen and the individual concerned. This is a wise move to overcome the belief by many that when teaching loads go down, the faculty just coasts.

2.) Just as in the case of faculty positions, administrative positions have been filled only in the most essential cases. For example, I did not fill Lynn Martin's position in my office and Auxilliary Enterprises (revolving account) has one less position after reorganization. Most administrative offices have a staff requirement that has but little relationship to student enrollment. For example, the computerized Registrar's Office can process 6000 students almost as easily as 3000 with the same staff. Each office is being evaluated relative to services required and if dependent on enrollment, vacant positions will be left open just as faculty positions in departments of declining enrollments.

3.) The deans and chairmen are responsible for distribution of the faculty FTE among resident teaching, research and continuing education. It is the distribution of the departments that is counted, not just that of the individual. Some individuals should
be concerned heavily with the quality of instruction while others are predominately concerned with research and continuing education. Nationally, the most visible of these is student credit hour productivity and unfortunately, this is measured by almost all institutions by departmental average and does not show the public the FTE devoted to research and continuing education—unless FTE are assigned to another budget. About 300 student credit hours are expected when the total department student credit hours are divided by the department's budgeted faculty FTE. Some have to teach more than this as it is expected that a reasonable departmental balance would have several FTE devoted to research and continuing education. The averages by department for the fall of 1972 are shown by the attached. The present distribution of effort to each department for the fall of 1972 is shown by the second attachment for:

a) Resident teaching
b) Departmental research
c) Other

4.) The answer is more students, but until this occurs, other productive efforts must be pursued. A person with low student credit hour productivity must have other recognized and recorded duties, for us to show that he is productive. Coop coordinators and those preparing workbooks for high school students are examples of other acceptable duties.

MB/jb

Attachments
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April 24, 1973

MEMORANDUM TO: University of Missouri-Rolla FACULTY

SUBJECT: AGENDA for the Academic Council Meeting of Thursday, May 3, 1973, at 1:30 p.m. in G-5 Humanities-Social Sciences Building.

I. Approval of the Minutes of the Meeting of April 12, 1973, Volume II, #9.

II. Unfinished Business - None.

III. Reports of Administrative Responses to Actions Approved by the Academic Council.

   A. Board of Curators Approval of the UMR By-Laws Revisions—August 24, 1972 (Dr. Otto Hill).
   B. Uniform Honors Designation—March 16, 1972; I, 8.2 (Dean Thompson).
   C. Inter-campus Transfer Policy (President Ratcliff).

IV. Reports of Standing or Special Committees.

   A. 4.512 Admissions and Academic Standards (Karl Muhlbauer)
   B. 4.516 Curricula Committee (Jim Johnson).
   C. 4.519 Personnel Committee (Harry Yeart).
   D. 4.521 Rules, Procedures, & Agenda Committee (John Dahm)
      2. Election to Faculty Committee for 1973-74.
   E. 4.522 Student Affairs Committee (Bob Medrano).
   F. 4.535 Tenure Committee
      1. Resolution for Grievance Procedure (Don Siehr).
   G. 4.604 Panel of Deans
      1. Dual Enrollment (Dudley Thompson)

V. New Business

   A. Postal Service (Lon Pearson)
   B. Audio-Visual Aids (Lon Pearson)
   C. Procedural Resolution (Wayne Tefft)
   D. Course Numbering (Otto Hill)
CONFIDENTIAL RECORDS

A. POLICY

1. The Board of Curators of the University of Missouri in the exercise of its governmental powers of the University, does hereby determine and declare that all statements, papers or information, oral or written, now held or hereafter received by the Dean of Students of the University and the Committee on Student Conduct and any other personnel of the University now or hereafter empowered to acquire from students confidential information incident and necessary to the proper administration of the University, together with all records made, kept or maintained by them, in any and all cases relating to student conduct or student counseling be and the same are hereby declared confidential and privileged, and the same nor any part thereof shall not be divulged to any person or in any manner whatsoever voluntarily or under process of court in any civil or criminal case without authorization or direction of this Board, excepting only qualified personnel of the University who, under the orders and directions of the President of the University, have duties to perform incident thereto.

2. No officer or employee shall permit the disclosure or the use of the same for any purpose other than the performance of his official duties except upon authorization of this Board, which may be exercised through and by the President of the University of Missouri.

3. The rule of privilege here declared and the obligation of officers and employees of the University to hold inviolate the confidence empowered shall be applicable to disclosures required by the order of any court in any civil or criminal case as well as to voluntary disclosures.

4. Whenever a subpoena duces tecum or other process of court is served upon any officer or employee of the University to produce any of such files, documents, records or information, the officer or employee upon whom such subpoena or other court process is served shall forthwith deliver the same to his immediate superior who shall promptly transmit the same to the President of the University.

DENOTES CHANGE
CONFIDENTIAL RECORDS

A. POLICY

4. (cont'd)

a. The President of the University shall direct an appearance in court in answer thereto, and unless otherwise directed by this Board shall direct the witness to respectfully decline to produce the records specified therein on the ground that such disclosure of records or information is prohibited by this policy and shall cause to be transmitted to said court at said time a certified copy of this policy.

5. Any officer or employee of the University who shall at any time be called upon in any court proceeding to testify to any matters in violation of this policy shall respectfully decline to so testify on the ground that he is forbidden by this policy so to do, and shall respectfully request of said court permission to obtain and shall promptly obtain and submit to said court, a verified copy of this policy.

6. Any officer or employee violating the provisions of this policy shall be subject to such disciplinary action as the Board may deem proper.

7. Nothing in this policy contained shall be construed to prevent or forbid the Board to waive the privilege here established in any instance in which the Board shall determine that the public interest and public welfare require the waiver of the privilege.
Chairman Hill called the meeting to order at 1:34 on Thursday, May 3, 1973, in G-5 of the Humanities-Social Sciences Building.

Dr. Harold Fuller moved that the minutes be corrected to read that the UMR members of the University-wide committee considering a uniform numbering system are Jim Johnson, Robert Lewis, and Harold Fuller. The motion passed and the minutes were approved with no other corrections.

Chairman Hill noted that the Board of Curators have not acted on the UMR By-Laws revisions, but that the Council is operating under these revisions.

Dean Thompson reported that the committee is still working on the Uniform Honors Designation.

President Ratchford's letter complimenting the Academic Council on its "fast and favorable reaction regarding the recommendation on transfer of credit" between campuses was circulated to all Academic Council members.

II,10 Ralph Schowalter moved that item IVD of the agenda (the Report of the Rules, Procedures, and Agenda Committee) be considered next. Schowalter then presented the RP&A slate of officers for the Academic Council for the year 1973-74:

James Tracey--Chairman
Ken Robertson--Vice Chairman
Earl Foster--Secretary
Albert Bolon--Parliamentarian

II,10 They were elected without opposition. In keeping with the Academic Council policy of officers not serving on committees their names were then taken from the list of committee nominees.

II,10 Schowalter next presented the ballot for the election of committee members. The following were elected to committees:

4.512 ADMISSION & ACADEMIC STANDARDS; Thomas B. Baird, James W. Johnson and Wayne E. Tefft.
4.514 BUDGETARY AFFAIRS; Sotirios G. Grigoropoulos and Jim C. Pogue.
4.516 CURRICULA; Harold Q. Fuller.
4.517 FACILITIES PLANNING; Glen A. Haddock, Robert L. Montgomery and William R. Snow.
4.519 PERSONNEL; John L. Best and Charles A. Johnson.
4.521 RULES, PROCEDURE & AGENDA; Michael D. Patrick, Ralph E. Schowalter and Robert M. Wellek.
4.522 STUDENT AFFAIRS; Robert A. Medrow and David A. Summers.
4.523 STUDENT AWARDS & AIDS; Norman G. Dillman, Christopher E. Garbacz and Charles A. Sorrell.
4.524 STUDENT SCHOLASTIC APPEALS; William A. Andrews, Harry J. Eisenman and George L. Swancutt.
THE FOLLOWING STANDING COMMITTEE REPORTS WERE GIVEN:

Karl Muhlbauer reported that the Admissions and Academic Standards Committee was still at work on changing the graduation requirements.

Jim Johnson presented the Curricula Committee report. He explained that the committee did not recommend approving the addition of Music 40 and 41 to the curricula because of the problem of an expanding curricula in the face of falling enrollment. The Academic Council over-rode the Curricula Committee objection to the two courses and Music 40 and 41 are now a part of the UMR curricula.

Item 137 (Changes in the Petroleum Engineering Curricula) which had been referred back to committee was re-introduced with the following corrections and additions:

- Change "Engl 1--Rhetoric and Comp" to "Engl 1--Rhetoric and Comp".
- Change "Pysc 90, Hist 102" to "or P. Sc 90, Hist 102".
- Add "In Petroleum Engineering, proficiency in English is a requirement. Students who do not make an acceptable score on the English Placement Tests must complete an English course specified by the Humanities faculty. This course must be completed no later than the end of the Freshman year."

Jim Johnson moved the acceptance of Item 137 of Report 9, 72-73. Andrews seconded the motion and the motion passed without opposition.

Chairman Hill then commented that on his authorization the Petroleum Engineering had gone ahead with these changes to allow students to preregister. He complimented the Petroleum Engineering Department and the Humanities Department on their speed in solving this problem.

Harry Weart presented the Personnel Committee report. A copy of the summary report was presented to each Academic Council member. The chair asked that it be noted in the minutes that student bodies involved in the evaluation of administrative offices shall include both graduate and undergraduate students.

Robert Montgomery moved the acceptance of the Personnel Committee Report and the forwarding of it to the Chancellor for action with monthly reports to Academic Council on implementing the changes recommended in the report. The chair took the initiative to see that the complete report would be available in the UMR Library. Also he noted that the Academic Council retained the right to review the evaluation in the future. The motion to accept the report and forward it to the Chancellor then passed.

Robertson moved that the Personnel Committee be complimented on completing this long and difficult task. Babcock seconded the motion and the motion passed.

Bob Medrow presented the Student Affairs Committee Report next.

He asked that the report on advising in the revision of Manual of Information be carried over to the next meeting. The Chair ruled that this item will be placed on the agenda as unfinished business for the next meeting.

Medrow then noted that there is no way to force a campus newspaper to drop term paper advertisements. The only real solution to the problem is in the area of persuasion. The Chair asked that a sense of the house resolution be prepared by the Student Affairs Committee to be presented as unfinished
business at the next meeting.

Don Siehr introduced the following Tenure Committee Resolution:

"Be it resolved that the Personnel Committee of the Academic Council be instructed to work with the Tenure Committee in developing a policy statement and associated procedures for termination and grievance cases involving non-tenured faculty and faculty in a non-regular status."

Robertson moved the adoption of the Tenure Committee Resolution. Chuck Johnson introduced the following amendment:

"Resolved"
That the Personnel Committee, Academic Freedom Committee, and the Tenure Committee develop a policy statement and associated procedures for handling all faculty grievance cases not within the province of existing committees."

The amendment passed. Babcock moved that the Chairman of the Tenure Committee be responsible for calling these joint committee meetings and act as chairman of such meetings. That amendment and the main motion then passed.

Dean Thompson reported that the Panel of Deans would consider the problem of Dual Enrollment at its next meeting and the Chairman of the Academic Council was invited to attend this meeting.

At this point in the meeting Otto Hill stepped down as Chairman of the Academic Council and James Tracey took over the meeting. Ralph Schowalter introduced the following motions which were passed unanimously.

1. The Council moves to vote its appreciation to Otto Hill for his very fine leadership as Academic Council Chairman during the year 1972-73.

2. The Council moves to vote its appreciation to all other officers for their efforts and a special thanks to Mike Patrick for stepping in a very difficult position when Lance Williams had to resign because of new commitments.

THE FOLLOWING ITEMS OF NEW BUSINESS WERE CONSIDERED.

Lon Pearson introduced a resolution to establish a Postal Service on campus. McPherson seconded the motion. Schowalter moved that the resolution be referred to the Budgetary Affairs Committee. Pearson volunteered to attend such a meeting. Dr. Baker asked that Joe Wollard be notified of the proposal before the meeting. The motion to refer passed.

Pearson next introduced a resolution to establish a centralized audiovisual aids office. Schowalter moved that this resolution be referred to the Committee on Instructional Media and the motion to refer passed.

Wayne Tefft introduced a Procedural Resolution for the Curricula Committee. Summers seconded. Robertson moved that must be changed to is urged. Tefft accepted this as an editorial change. The motion passed.

Procedural Resolution IX
WHEREAS, the recommendations of the curricula committee concerning course changes, additions, deletions, and degree requirements are the result of extensive and detailed deliberations in which all parties involved are specifically offered the opportunity to participate, therefore be it,
RESOLVED, that the Academic Council hereby notifies its members that any member who proposes to defer action on any recommendations of the curricula committee which have been circulated with the agenda is urged to present in writing such a proposal at the beginning of the council meeting along with whatever justifications are considered appropriate.

II, 10 Otto Hill asked that action be taken on the Course Numbering Recommendations made by the University-wide committee to meet the July 1 deadline. Haddock moved to refer the report to the Committee of Three who represent the UMR campus on the University-wide committee. The motion to refer failed. Dudley Thompson moved approval of the entire report. Schowalter seconded. Pearson moved to attach a ride to the main motion: "That U-wide provide the incentive and facilities to key personnel on each campus to coordinate areas of course numbering to correspond to those on each campus. Pearson's motion died for want of a second. The main motion then passed.

Andrews introduced the following resolution: "That the Academic Council seek clarification of the basis for levying fines by the University Police."

II, 10 Walters moved that the motion be referred to the RP&A Committee and the motion to refer passed.

Jim Tracey then thanked Bill Andrews, Chairman of the Academic Council 1971-72, and Otto Hill, Chairman of the Academic Council 1972-73, for establishing procedures that will enable the Academic Council to function smoothly in the future.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted

Michael Patrick, Secretary

***MINUTES OF THE ACADEMIC COUNCIL ARE CONSIDERED OFFICIAL NOTIFICATION AND DOCUMENTATION OF ACTIONS APPROVED***
4.512 ADMISSION & ACADEMIC STANDARDS
   (vote for three)
   ○ BAIRD, Thomas B.
   ○ JOHNSON, Dallas E.
   ○ JOHNSON, James W.
   ○ OGLEBY, David B.
   ○ TEFFT, Wayne E.

4.514 BUDGETARY AFFAIRS
   (vote for two)
   ○ GRIGOROPOULOS, Sotirios G.
   ○ HARVEY, A. Herbert
   ○ MAXWELL, James C.
   ○ McPHERSON, George Jr.
   ○ POGUE, Jim C.
   ○ TRACEY, James H.

4.516 CURRICULA
   (vote for one)
   ○ CRONIN, Donald L.
   ○ FULLER, Harold Q.
   ○ WATERS, Robert C.

4.517 FACILITIES PLANNING
   (vote for three)
   ○ CROWLEY, Robert E.
   ○ HADDOCK, A. Glen
   ○ MONTGOMERY, Robert L.
   ○ SNOW, William R.
   ○ WIEBE, Henry A.
   ○ ZIEMER, Rodger E.

4.519 PERSONNEL
   (vote for two)
   ○ BEST, John L.
   ○ BIOLSI, Louis Jr.
   ○ CLINTON, James W.
   ○ FOSTER, J. Earl
   ○ JOHNSON, Charles A.

4.521 RULES, PROCEDURE & AGENDA
   (vote for three)
   ○ BOLON, Albert E.
   ○ PATRICK, Michael D.
   ○ SCHOWALTER, Ralph E.
   ○ WELLEK, Robert M.

4.522 STUDENT AFFAIRS
   (vote for two)
   ○ MEDROW, Robert A.
   ○ PEARSON, Lon
   ○ ROBERTSON, B. Ken
   ○ SUMMERS, David A.

4.523 STUDENT AWARDS & AIDS
   (vote for three)
   ○ ALLGOOD, Dewey J.
   ○ DILLMAN, Norman G.
   ○ GARBAZ, Christopher E.
   ○ SORRELL, Charles A.

4.524 STUDENT SCHOLASTIC APPEALS
   (vote for three)
   ○ ANDREWS, William A.
   ○ ASKELAND, Donald R.
   ○ EISENMAN, Harry J.
   ○ SWANCUTT, George L.
TO: MEMBERS OF THE UPA ACADEMIC COUNCIL
FROM: OTTO H. HILL, CHMN.
RE: NOMINATIONS FOR 1973-74 COUNCIL OFFICERS

In response to our earlier request, the Chair has received the following nominations to date for the offices noted. Each nominee has been contacted and has agreed to serve, if elected.

CHAIRMAN: DR. JAMES TRACEY
VICE-CHMN: DR. B. KEN ROBERTSON
SECRETARY: DR. J. EARL FOSTER
PARLIAMENTARIAN: DR. AL BOLON

If you plan to place anyone else in nomination at the meeting, please plan to obtain the consent of the individual prior to taking such action. The Chair will assume that this has been done.

OHH
The following recommendations unanimously adopted by UMIFAC represents an attempt towards establishing a uniform transfer and credit system within the University of Missouri. These views will lead to the development of procedures whereby each campus will operate under a uniform transfer code.

As these procedures are developed, it will be necessary that they be approved by the appropriate governing body on each campus.

William James
Charles Sorrell
John Best

Note: If there is no objection, it will be moved that these recommendations be approved by the Academic Council and that President Ratchford be informed by the Secretary of said approval.
INTERCAMPUS FACULTY COUNCIL

RECOMMENDATIONS ON

TRANSFER OF CREDITS POLICY—UNIVERSITY OF MISSOURI

PREFACE

The Intercampus Faculty Council recommends that all campuses of the University of Missouri adopt the transfer of credit policies listed below as 1, 2, 3, 4, and 5. We believe that the recommended action will reduce transfer problems for the University's students, reduce tensions between the University and its constituencies, and simplify record-keeping and advising, without infringing upon faculty prerogatives. It seems certain that if we do not rationalize our transfer policies, the Legislature will attempt to do so, setting a precedent for legislative involvement in the internal and academic affairs of the University. Missouri House Bill #210, now in the legislative mill, says in part: "Any academic credit earned for course study at any campus of the University of Missouri shall be fully transferrable and acceptable for the same academic credit at any other campus of the University of Missouri...."
RECOMMENDATIONS

1. Any course that leads to an undergraduate degree on any campus of the University of Missouri shall be accepted in transfer toward the same degree on each campus of the University offering said degree. Grades and honor points earned in such courses shall also transfer, and shall be included in the accumulative point averages of the transferring students.

2. Each campus shall identify in its catalogue an office on the campus which will furnish to students necessary information about degree and major requirements in force at other campuses of the University of Missouri.

3. Variances among campuses in awarding academic credit for certain introductory courses shall be eliminated by consultation among representatives of the campus departments offering such courses.

4. A student who begins his work at a campus of the University of Missouri, then enrolls in and attempts twelve or more hours at an institution outside the University of Missouri, and then returns to a campus of the University of Missouri shall be treated as any other transfer student from a campus outside the University of Missouri.

5. There shall be a faculty transfer-review board (with faculty, student, and administrative members) established on each campus by the appropriate faculty governing body to hear student appeals for relief from admissions decisions on transfer of credits, grades, and honor points; to recommend relief if deemed appropriate; and to assist in the even-handed application of the philosophy underlying the above policies.
April 13, 1973

Dr. C. Brice Ratchford, President
University of Missouri
University Hall
University of Missouri - COLUMBIA

Dear Dr. Ratchford,

At its meeting on April 12, 1973, the UMR Academic Council unanimously approved the attached RECOMMENDATIONS OF UMIFAC ON THE TRANSFER OF CREDITS POLICY - UNIVERSITY OF MISSOURI.

The only point of concern was a commitment from the administration that the procedures ultimately developed for implementing this policy would be submitted to the appropriate governing body on each campus for its consideration and approval. This concern was satisfied by the attached memo from the UMR UMIFAC representatives.

The fast response time from the UMR Council was possible because it had already addressed this question at its December 14, 1972 meeting and had forwarded a resolution to you requesting that you take the action that is now being initiated. Good luck in these efforts.

Sincerely,

Otto H. Hill, Chairman
UMR Academic Council

Enclosure

cc: Dr. Thompson
    Dr. W. J. James
    Dr. John Best
    Dr. Charles Sorrell
    Dr. Michael Patrick, Sec. UMR-AC
April 16, 1973

Dr. Otto H. Hill, Chairman
UMR Academic Council
Department of Physics
University of Missouri-Rolla
103 Physics Building
Rolla, Missouri

Dear Otto:

Thank you very much for your letter of April 13. I am pleased with the fast and favorable reaction of the UMR Academic Council regarding the recommendations on transfer of credit. This is a matter which disturbs students and which is of great concern to the General Assembly.

We will certainly be sure that the procedures as developed will be approved by the appropriate campus governing bodies.

Yours very truly,

C. BRICE RATCHFORD
President

CBR:jkz
MEMO TO: UMR Academic Council

FROM: Academic Council Curricula Committee

Re Committee Report No. 10, 72-73

I. The following course additions and changes have been received and considered by the ACCC. The committee recommends that they not be approved:

142. **Music 40, Vocal Ensembles**, change of course title (to "University Choir"), catalog description: "(Lab. 1) Open to any student of the university. Students assigned to choir, madrigal, or pops ensemble after satisfactory audition. Either semester. (Entrance requirements)" to "Open to any student of the university with previous experience in choral music. Students are assigned to the group after completing a satisfactory audition. Major choral works from the traditional Western repertoire are rehearsed for public performance. Either semester. (Entrance requirements)"

143. **Music 41, University Chamber Choir**, new course. Credit hours (1 lab), prerequisites (Satisfactory audition), catalog description: "Open to all university students with previous experience in choral music and upon completion of a satisfactory audition. Primary emphasis will be upon singing chamber choral literature from the Renaissance, Baroque and Contemporary periods. Either semester. (Entrance requirements)"

II. The following corrections and additions should be made to Report 9, 72-73.

- Item 137-1. Change "Engl 1-Rhetoric and Comp...3" to "Engl 1-Rhetoric and Comp...3"

- Item 137-8. Change "1 or Pysc 90, Hist 102" to "1 or P Sc 90, Hist 102".

- Item 137-8. Add "In Petroleum Engineering, proficiency in English is a requirement. Students who do not make an acceptable score on the English Placement Tests must complete an English course specified by the Humanities faculty. This course must be completed no later than the end of the Freshman year."

Respectfully submitted,

James W. Johnson
AC Representative on ACCC
MEMORANDUM TO: James Johnson, AC Representative on Curricula Committee

FROM: A. Herbert Harvey, Associate Professor of Petroleum Engineering

RE: Petroleum Curriculum

As we have discussed previously, a statement concerning English proficiency is to be attached to the new Petroleum Engineering curriculum. Please use the following wording for this footnote:

In petroleum engineering, proficiency in English is a requirement. Students who do not make an acceptable score on the English Placement Tests must complete an English course specified by the Humanities faculty. This course must be completed no later than the end of the freshman year.

A. Herbert Harvey,
Associate Professor of Petroleum Engineering

AHH/gd

cc: J.C. Pogue
To: the Academic Council and its Chairman, Professor Otto Hill

From: the Academic Personnel Committee and its Chairman, Professor Harry Weart

Re: the Committee's Final Report on the Evaluation of Administrative Offices at UMR

Attached is the subject Report with appendices. The Report proper contains the Personnel Committee's summary appraisal of the administrative offices at UMR, together with recommendations for correction of deficiencies. The appendices contain 1) a list of the offices evaluated and the committee assigned to evaluate each; and 2) the report of each evaluating committee accompanied by any documents relevant to the evaluation, including the description of the office prepared by the administrator in charge.

As noted in the Report proper, a critique of the overall evaluation project will complete the appendix, but will not be available until June 1973.

H. Weart, Chairman
To: the Academic Council and its Chairman, Professor Otto Hill

From: the Academic Personnel Committee and its Chairman, Professor Harry Weart

Re: the Committee's Final Report on the Evaluation of Administrative Offices at UMR

INTRODUCTION

The Academic Council in accordance with the President's Bulletin, Vol. 2, No. 5, December 3, 1971, and with the Chancellor's reports to the Council on July 26, 1972, and August 11, 1972, charged the Personnel Committee on August 24, 1972, to supervise and carry out an evaluation by faculty of administrative offices at UMR. The Personnel Committee on September 20, 1972, assigned certain existing faculty committees and certain other elected ad hoc committees (see attached list) the task of carrying out evaluations of the administrative office assigned to them. These committees were to submit reports in two stages: preliminary by December 15, 1972, and final by February 28, 1973. The Personnel Committee collected information regarding the duties, functions, and responsibilities of each office and drew up guidelines for evaluation of the office. The information and guideline was sent to the committees on October 3, 1972.

The evaluating committees carried out their investigations by several methods including interviews with administrative officers, and with student and faculty users of the offices. Questionnaires and public discussions were also used. (A critique of the evaluations themselves will be appended to this Report at a later date by the Personnel Committee.)

The Report which follows is in four main sections: (1) defects in administrative structure and their correction, (2) defects in delegation of authority and their corrections, (3) defects in identification of goals and their implementation in terms of future planning and their correction, and (4) defects in administrative processes and their correction.
ADMINISTRATIVE STRUCTURE

Two major administrative weaknesses were noted in virtually all review committee reports: poor administrative structure and poor delegation. Because they are inextricably linked, these weaknesses must be corrected simultaneously, but they will be discussed separately, starting with administrative structure.

Taken together, the review committee reports clearly identified the following 5 major structural defects:

1. there is no campus officer who clearly functions as acting chancellor in the chancellor's absence;

2. too many offices report directly to the Office of the Chancellor: moreover, among them are some whose effect on UMR's ability to perform its educational functions is too small to warrant such direct connection to the Chancellor's Office;

3. there is no campus-level office, other than the Chancellor's office, that is concerned with the full spectrum of student affairs;

4. too many graduate-related functions are performed outside the Graduate Office, while that Office is assigned an excessive amount of staff work unrelated to the graduate program, including some concerned entirely with the undergraduate program;

5. the direct close administrative connection between the Office of the Chancellor and the Business Office gives fiscal considerations a disproportionately large influence over academic decisions.

Essential to correcting these defects is delegation of some of the functions of the Chancellor's Office, regardless of what new structure is adopted. The Personnel Committee recommends a division of campus-level functions between a vice-chancellor who would manage all internal campus operations, and the Chancellor who would concentrate on institutional goal-setting, external relations and overall coordination of all institutional operations. One structure that would formalize this division appears in Figure 1. The functional structure on which this organizational structure is based is shown in Figure 2. This latter figure is largely self-explanatory, but particular note should be taken of the essential interaction, depicted by dashed lines, that must occur during budget preparation. Another important feature is depicted in the positioning of the goal setting and planning functions at the same level of importance as overall coordination and external relations.
ORGANIZATIONAL STRUCTURE

CHANCELLOR*

PLANNING GROUP

ACADEMIC COUNCIL*

VICE-CHANCELLOR*

OPI
ALUMNI
DEVELOPMENT

DEAN, A&S DEPTS, RES. UNITS

DEAN, ENGR. DEPTS, RES. UNITS

DEAN, M&M DEPTS, RES. UNITS

DEAN, EXT.

GEC CIPAS

DEAN, GRAD SCHOOL

GRANTS & CONTRACTS RES. COORD.

DEAN OF THE FACULTY*

COMPUTER CENTER

ITV

LIBRARY

REACTOR

FM NETWORK

ADMISSIONS & REGISTRAR

ATHLETICS

STUDENT HEALTH

COUNSELING

STUDENT PERSONNEL

FINANCIAL AIDS

COOP

PLACEMENT

AUX. ENT.

UNIV. CENTER

RES. HALLS

CAFETERIA

ASST. DEAN, MEN

ASST. DEAN, WOMEN

ACOUNTING

PURCHASING

BUDGET & RECORDS

UNIVERSITY SERVICES

PERSONNEL

TRAFFIC SAFETY

PHYSICAL PLANT

* Members of the Planning Group

FIGURE 1
The new organizational features appearing in Figure 1 and their purposes in brief are as follows:

1. the office of vice-chancellor is created where all internal campus operations are coordinated. The vice-chancellor personally coordinates academic operations through six deans, and has the assistance of a dean of student affairs and the business officer;

2. the office of dean of student affairs is created to centralize management of all administrative offices handling student affairs;

3. a permanent Planning Group is established, working directly with the chancellor and comprising, in addition, the vice-chancellor, the Academic Council chairman, dean of student affairs, dean of the faculty and business officer;

4. an external relations group is created, all of whose member offices continue to report directly to the Office of the Chancellor;

5. the office of dean of faculties is replaced by an office of dean of the faculty, where all academic personnel affairs are centralized. This dean also oversees educational support facilities;

6. GEC and CIPAS are placed under Extension;

7. the Grants and Contracts Office becomes a component of the Graduate Office;

8. the Office of Admissions and Registrar is placed under the dean of student affairs. Because the admissions function is more an academic than a student matter, the administrator responsible for admissions deals directly with the vice-chancellor for that function;

9. Auxiliary Enterprises is placed under the dean of student affairs, the business officer retaining fiscal responsibility (dashed line);

10. anticipating the possibility of their eventual necessity, assistant deans for men and women are placed under the dean of student affairs;

Another proposed change which does not appear in Figure 1 is:

11. Music, art and drama activities are administered through the Office of the Dean of Arts and Sciences, as are ROTC programs.
DELEGATION

Coequal in importance with correction of the organizational structure of the campus is improvement of delegation. As noted earlier, delegation must be improved dramatically if any restructuring is to be effective. As a matter of fact, the structure proposed in Figure 1 is as much a set of guidelines for delegation downward as it is for reporting upwards.

For delegation to be improved, the following ingredients must be present:

1. there must be a universal commitment to the fundamental principle that decisions should be made at the lowest possible administrative level commensurate with the effects of that decision on the organization;

2. the function being delegated must be clearly defined and the definition must be the same at both ends of the delegation relationship;

3. the authority to carry out the function must be delegated along with the assignment of the function.

Evidence that these ingredients are absent, in one degree or another, may be found in almost all review committee reports.

The Personnel Committee recommends that the campus develop a series of broad, formal, written policy statements on delegation, similar to but much more all-encompassing than Executive Order #1, which outlines the delegation of authority from the President to the Chancellors.

Particular attention must be drawn here to an especially important delegation need. It is for clearer delineation of the roles of various administrative offices in certain processes of vital concern to the faculty. For example, owing to their diffuse nature, tenure, promotion and salary actions for faculty are poorly understood, and the results lack consistency and create a serious morale problem among the faculty. Also, the process of selecting top administrative officers, especially those who will make decisions affecting academic personnel and responsibility, seems to provide for faculty participation but does not do so convincingly.

GOAL IDENTIFICATION AND PLANNING

By far the most glaring functional defects are in goal identification and planning, because these responsibilities were conspicuously absent from the list of duties for virtually every administrative office on campus, both academic and non-academic. A consistent pattern emerged from the review committee reports, showing that, even when the need for planning was recognized, the presence of routine operating duties has constantly forced planning activities aside. Examples abound. None of the academic deans mention planning. The
Extension Office review included mention that the faculty thought that more clarification of objectives and leadership of that office was necessary before people could help with extension programs. In the graduate office, planning functions are listed as part of its activities yet the faculty review mentions that teaching assistantships, summer research appointments, and equipment grants were not allocated until the ninth month of the fiscal year.

This widespread lack of planning has led to one particularly damaging result: matters of great potential effect on the campus have had to be decided far too quickly to allow for the thorough consideration such matters deserve. Faculty consultation in these matters has been omitted most often, while even administrative consideration has also been inadequate, according to many review committee reports. The proposed planning group (Figure 1) would be expected to provide motivation for and guidance to campus-level goal identification and planning, and then to regularly revise these plans to reflect changing conditions both on and off campus.

**ADMINISTRATIVE PROCESSES**

The blunt observation that the administrative processes necessary to the operation of the campus do work must be qualified in two ways by this evaluation. On the positive side, the results show that where administrative needs coincide with desires for services among students and faculty, administrative offices perform their duties well, promptly and sympathetically. On the other hand, where faculty or student interests are incongruent with administrative needs, for example, in budget allocations, administrative office performance is marginally acceptable at best, from the faculty point of view. Where an office has only occasional direct contacts with either faculty or students, the overriding function of the campus in education is poorly understood, judging by the disinterest such offices display in faculty or student needs in comparison with the needs of other administrative offices. Some administrative offices, which have been created to serve the general academic community, have instead developed as services to the administration primarily.

**CONCLUDING REMARKS**

It is readily apparent that the thrust of this Report is toward campus-level problems, though the review committee reports on the various administrative offices provided the data for this overall evaluation. The Personnel Committee decided this was its proper response to its charge. By appending the review committee reports, the Personnel Committee commends them to the administrators responsible for these offices for their use in improving their operations. In no case did the Personnel Committee find either whitewash or backbiting, though some reports will be more useful than others. The Personnel Committee believes that, if the campus-level improvements outlined above are implemented, the administrative climate will improve to the point where student-faculty feedback would be sought as part of normal operations of all offices, a far more desirable procedure than the massive evaluation attempted this year.
Memorandum To: Members of the Academic Council

From: Student Affairs Committee

RE: Revision of the Manual of Information

As part of this memo you have a proposed substitute for the present (as of the June, 1972 issue of the Manual) section on Academic Advisers, p. 25. This substitute is still quite general, and may well be unsatisfactory for that reason. The problem with being specific is that the details of the advising procedure vary considerably across the campus. In addition, procedures have, in the recent past, varied with time within specific departments.

Proposed substitute

UMR students are under supervision of advisers from the time of enrollment to the time of graduation. Your adviser is usually a faculty member of the department in which you are majoring. If you have not been assigned an adviser prior to your arrival on campus go to your departmental office and request that one be assigned. If you have not chosen a major during early semesters of enrollment, the Registrar's Office will refer you to the proper department for advisement.

Proper advising is a serious responsibility shared by both student and adviser. The precise procedures followed in the advising process vary from department to department. Certain points, however, should be borne in mind.

Your academic adviser is your primary link with the academic program of your department. Students, however, will sometimes tend to rely upon the advice of other students within their major. With respect to course content this advice may be of benefit. With respect to total program content such advice may be misleading. Departmental programs evolve and the significances of these changes to your program frequently depend upon how far along you are. Thus, their impact upon a student a year ahead or a year behind you may differ from their impact upon you. A second difficulty with peer advisement is that decisions made regarding some other student may be the result of circumstances not duplicated in your situation.

Whatever the method of academic advising followed by your department, its primary purpose is to aid you in planning and carrying out a program of study acceptable both to you and to the department. The amount of inherent course flexibility in your major is a function of what the major is. In all cases, however, program planning involves two areas: content and arrangement.

Program content should be a function of what you wish a college education to be for you, subject to your department's general requirements. Ultimately, this content must be your decision, but your adviser should be one of the primary
sources of information concerning the spectrum of possibilities within a department. Examination and reexamination of your goals is essential to your extracting the maximum benefit from your years at UMR. Your adviser can help, but he cannot make up your mind for you.

Proper course arrangement can do much to smooth your passage. Basically it consists of carrying a course load consistent with your own capabilities. In addition to the number of courses taken, you should be careful of the order in which they are taken. When considering courses for a particular semester, consider the courses you expect to take in subsequent semesters. If a particular course you're interested in is offered irregularly, take the prerequisite courses as soon as possible so that you will be prepared when the desired course comes along.
May 1, 1973

MEMO TO: Academic Council

FROM: Academic Freedom Committee

Amendment to Resolution from Tenure Committee:

Resolved:

That the Personnel Committee, Academic Freedom Committee, and the Tenure Committee develop a policy statement and associated procedures for handling all faculty grievance cases not within the province of existing committees.

Resolved:

That the Academic Council seek clarification of the legal basis for levying fines by the "University Police".
Motions

1) The Council moves to vote its appreciation to Otto Hill for his very fine leadership as Academic Council Chairman during the year 1972-3.

2) The Council moves to vote its appreciation to all other officers for their efforts and a special thanks to Mike Patrick for stepping in a very difficult position when Lance Williams had to resign because of new commitments.
WHEREAS, the University of Missouri at Rolla maintains a centralized facility for mail collection and mail delivery;

WHEREAS, the duplication of scales, postage meters, and other facilities for each of the departments is costly and unnecessary;

WHEREAS, maintaining large quantities of postage stamps for packages and other bulky items is both antiquated and bothersome;

WHEREAS, there are no check cashing facilities at UMR:

RESOLVED that the centralization and mail pick-up facility be expanded to include the immediate pick-up of packages, and films:

RESOLVED that the mail room be supplied with scales, postage meter, and other equipment

RESOLVED that the mail facility be expanded to process special delivery, certified, and registered mail.

RESOLVED that the departments be billed for bulk mail items and that subordinate offices (grants, publications, special groups) be assigned code numbers through which they can be billed.

RESOLVED that the University consider the appointment of a Postal agent (shared with government expense) for the handling of Student and University mail.

RESOLVED that a check-cashing facility for faculty and students be established at the same window.

For May 4.

The RPA Committee will move to refer this resolution to 4.514 Budgetary Affairs Committee.
WHEREAS, instruction through the medium of audio-visual aids is a most important function of the University;

WHEREAS, duplication of audio visual equipment is expensive and unnecessary;

WHEREAS, few of the departments have qualified personnel or funds for the proper maintenance of audio-visual equipment;

WHEREAS, most departments are protective, and rightly so, of equipment they have been able to acquire and maintain over the years;

RESOLVED, that UMR expand its centralized learning resources facility to include an audio-visual center, including equipment needed for class, lecture, special-affairs presentations.

RESOLVED, that this facility include trained personnel (work-study students) to transport, set up, and operate equipment in all class rooms, auditoriums, and assembly rooms on campus.

The RPA Committee will move to rever this resolution to 4.610 Committee on Instructional media.
April 18, 1973

Memorandum To: Members of the Academic Council

From: Wayne E. Tefft

Re: Proposed Procedural Resolution

I intend to offer the following Procedural Resolution for consideration by the Council at the May 1973 meeting.

WHEREAS, the recommendations of the curricula committee concerning course changes, additions, deletions, and degree requirements are the result of extensive and detailed deliberations in which all parties involved are specifically offered the opportunity to participate, therefore be it,

RESOLVED, that the academic council hereby notifies its members that any proposal to defer action on any recommendations of the curricula committee which have been circulated with the agenda must be presented to the members in writing at the beginning of the council meeting along with whatever justifications are considered appropriate.

The reasons for this proposed resolution are essentially that deferral of action usually accomplishes nothing except inconvenience and, if there is a valid reason for deferral, some documentation and explanation of this reason should be provided to the members of the council.

Wayne E. Tefft

Wayne E. Tefft
Memorandum To: Dr. Otto H. Hill, Chairman
               Academic Council
From: Chancellor Merl Baker
Re: Course-Numbering System

April 18, 1973

Dear Otto:

Please note the attached material from Dr. Ratchford and Dean McFarland relating to course-numbering systems. Also note a copy of my comments to Dr. Ratchford and the Academic Planning Council agreeing with Dean McFarland's comments.

In accordance with the President's request of April 16, I am directing this position paper to the Academic Council for its study and recommendation. Dean Thompson is most knowledgeable of discussions that have taken place by various groups on the Rolla Campus, and I would urge you to visit with him on this subject before your committee becomes too involved with this study.

Sincerely,

MB/mlc
Enclosures

cc: Dean Dudley Thompson
To: Chancellor Merl Baker
   Chancellor James C. Olson
   Chancellor Herbert Schooling
   Chancellor Everett Walters

From: C. BRICE RATCHFORD, President

Subject: Course-Numbering System

As we have discussed several times with the Academic Planning Council there are many compelling reasons why the University of Missouri should move toward the adoption of a uniform course-numbering system applicable to all campuses.

There are many internal pressures, and especially strong external pressures, for this to be accomplished. If we do not design a system ourselves we may find one designed for us. Incidentally, H.B.210 is scheduled for Third Reading next week and will undoubtedly pass. It will require uniformity of course numbers among the four campuses or at least listing in each catalog of the courses on other campuses that are equivalents.

When I think of all the myriad items related to transfer, program comparability, curriculum evaluation, advising procedures, etc., I wonder how we accomplish as much as we do with the inconsistent and incongruous course-numbering systems we now use.

Of course I understand the reasons for our system being like it is, and most of these reasons derive from the diverse histories of the four campuses. If we are to make suitable progress as a University some order must be brought to this numbering system. For example, why should the first English course be numbered 1, 10, and 110 on three separate campuses?

Dr. Saupe and a faculty committee have studied this problem and prepared a set of recommendations which are attached. As clearly stated in the Committee's recommendation #13, we cannot move forward without more faculty involvement. I, therefore, ask you to refer this to your faculty governing body (Senate or Council) and that their advice be sent to me no later than July 1. I will convene the Intercampus Faculty Council for whatever days are necessary sometime between July 1 and September 1 to develop a
The Chancellors

-2-

April 16, 1973

final proposal which we will begin to implement in September of this year. The suggestions should be segregated around two basic issues which are (1) the general philosophical basis, and (2) the nuts and bolts of the proposed plan.

I am especially concerned that recommendation #11 be emphasized and that courses and numbers be matched by meetings of members of corresponding departments. Recommendation #11 reads as follows:

If the recommendations of the Committee to establish uniform conventions in the numbering of courses are adopted, sister departments of the University will be encouraged to review jointly their respective course offerings and in mutually agreeable cases to use identical course numbers and titles for courses that are considered to be essentially the same on each campus.

I see no reason why courses on two or more of the campuses, which are essentially the same, should not have the same numbers. I believe that many of the criticisms the University has received regarding variances in curricular requirements and difficulties in student transfers would be satisfied by using like numbers for like courses. At the same time the Ad Hoc Committee correctly recognized that only the involved faculties can make the determination of which courses are essentially the same. Further, I view any interchange among sister departments of the campuses to be desirable and to have potential benefit extending well beyond the reason for the interchange in any single instance.

Questions have been raised concerning the cost of this exercise. No one really knows how much it will cost and, further, we cannot assess the cost in terms of time involved in explaining our present differences. The time schedule will be such that we will not have to do extra printing of catalogs and brochures because we normally print only a two-year supply, at a maximum, of any given publication. Further, I think there would be many plus advantages to having members of the same discipline from the several campuses meeting together and discussing their educational philosophy and comparing similarities and differences.

While the Ad Hoc Committee deliberated long and hard in the process of writing the specifications for the common numbering system it developed, I am sure no member of the Committee would feel that there are no features of the system it proposed that could not be modified without doing harm to the basic nature of it. Accordingly, the specific recommendations should be discussed and commented on.

I hope we can make some real progress.

CBR: bh

cc: Intercampus Faculty Council  Vice President Emmons
    Vice President Nagel  Vice President Scheneman
A COURSE NUMBERING SYSTEM

FOR THE UNIVERSITY OF MISSOURI

April, 1973

This statement contains some background to the efforts of the Ad Hoc Committee on Course Numbering and presents the recommendations of the Committee in a form condensed from its final report.

The Provosts and Deans of Faculties asked Joe L. Saupe, University Director of Institutional Research, to chair the Committee. The other members of the Committee were nominated by the Provosts and Deans of Faculties and appointed by the respective chancellors.

Ad Hoc Committee on Course Numbering

Columbia
  Andrew C. Minor, Associate Dean, Graduate School
  Edmund A. Ford, Associate Dean of Faculties, replaced by
  Kernan B. Whitworth Jr., Professor of French
  Gary L. Smith, Director of Admissions and Registrar

Kansas City
  J. Joseph Doerr, Assistant Dean and Associate Professor of Education
  Leo J. Sweeney, Director of Admissions and Registrar
  George R. Young, Professor and Chairman of Biochemistry - Dentistry

Rolla
  Harold Q. Fuller, Professor of Physics
  James W. Johnson, Professor of Chemical Engineering
  Robert B. Lewis, Director of Admissions and Registrar

St. Louis
  Edward B. Costello, Associate Professor of Philosophy
  H. E. Mueller, Director of Admissions and Registrar
  Henry R. Weinstock, Professor of Education

University-wide
  Joe L. Saupe, University Director of Institutional Research, Chairman
In March, 1972, the Provosts and Deans of Faculties Staff Group caused to be created an intercampus Ad Hoc Committee on Course Numbering and asked the Committee to devise course numbering conventions which could apply to all campuses. The Provosts and Deans of Faculties took this step in response to concerns and discussions within the University arising from the differing course numbering systems now in use at the four campuses and the problems they create for students and their faculty advisers in developing easy transfer between campuses and from other colleges to a campus of the University.

The Ad Hoc Committee deliberated almost monthly for the remainder of the calendar year and submitted its report to the Provosts and Deans of Faculties Staff Group in January, 1973. That staff group considered the report, endorsed the recommendations contained in the report, and recommended it to the Academic Planning Council. At its regular March, 1973, meeting the Academic Planning Council approved the recommendations of the report and recommended to the President that the appropriate faculty bodies on each campus be given an opportunity to discuss and comment on these recommendations and that after full consideration of the comments received, steps be taken to implement these recommendations with whatever modifications might be considered desirable on the basis of the comments received.

**Advantages of A Common Course Number System**

Recognizing the effort that will be required to reassign course numbers across the University and the fact that a new system will require time to learn, several benefits that can be expected to accrue from the adoption of the common conventions recommended can be cited. A number of these are suggested here.

1. Course numbering conventions which are common to the four campuses should provide a communication base that enhances discourse across the University. Whatever meaning that is attached to a "300-level" course at one campus would also apply to a "300-level" course at another. Recommendations of the Ad Hoc Committee which deal with conventions in the numbering and designation of specific types of courses should further contribute to the common vocabulary. While the principal advantage seen here may apply to intercampus discourse, some features of the recommendations may contribute to consistency in the conventions of course numbering and, hence, to more meaningful communication within campuses at least in the long range.

2. A common course numbering system may be expected to facilitate the transfer of students both among the campuses and to the University from without. The common vocabulary advantage, suggested above, applies here. A student or academic adviser at one university campus or at a junior college who knows how to read the catalog of one campus then will know how to read each of the four catalogs. Furthermore, a common course numbering system will provide a basis for assigning the same number to courses which are, for all practical purposes, the same at two or more of the campuses, thus allowing commonality among program requirements to be more readily apparent.
3. The use of a single structure and uniform conventions in the assignment of course numbers would provide additional evidence of the fact that the campuses combine to form a single university. It would respond to expectations of the Board of Curators, the legislature, and the public in this regard and contribute to the sense of community within the university family.

4. The conversion to a common course numbering system should respond to concerns of the legislature regarding transferability of credit, commonality of degree requirements, and uniformity of course numbers among the four campuses. These concerns are expressed in House Bill No. 210 introduced by Representative Marriott. While the common conventions recommended by the ad hoc committee do not go as far in the direction of four-campus uniformity on these matters as is suggested to be desirable by the requirements of House Bill No. 210, they do respond to the same general concerns and, if implemented, should constitute a sufficient response to them.

5. To the extent that course numbers take on uniform meanings among the campuses, the development of consistent statistical data on courses should be facilitated. In the statistical data used in university planning and resource allocation, it is important to have as great a degree as possible of intercampus consistency.

The Recommendations

The recommendations of the Ad Hoc Committee on Course Numbering provide for (a) sequences of numbers by which courses will be identified as to the general level of the students for which they are designed, and (b) common conventions in the numbering and designation of "individual instruction" and "experimental" courses. It is important to note that these recommendations possess no implications regarding course content, numbers of courses, or any other matter that relates to the substance or integrity of the course offerings of a campus. The central point here is the numbers used to identify courses should in no way impact course content or the manner in which courses are used by students in completing programs.

Course Level Categories Recommendations

Recommendations #1. to #5. relate to the assignment of numbers to courses in terms of level categories. They are as follows:

Recommendation #1:

A course will be uniquely identified by a "curricular designation" (a departmental, discipline, or professional field designation) and a course number which may contain up to six alphabetical and numerical characters as follows:

1st position - Alphabetic prefix (D, L, M, or V) for graduate professional courses in dentistry, law, medicine, and veterinary medicine. This position will be blank for all other (hereinafter designated as "regular") courses.

2nd position - Number indicating course level.
3rd and 4th positions - Numbers assigned by campuses.

5th and 6th positions - Optional alphabetic designations assigned by campuses.

Two sequences within the course numbering system are provided. The first sequence is for regular courses (all courses except those designed specifically for the graduate-professional curricula leading to the DDS, JD, MD, and DVM degrees). The second applies to courses in the graduate-professional curricula.

Recommendation #2:

Course numbers for regular courses will be assigned as follows:

1-99  Special non-credit, sub-collegiate, or remedial courses; do not provide credit applicable to any degree.

100-299  Introductory undergraduate courses; designed principally for, but not limited to, freshmen and sophomores.

300-399  Advanced undergraduate courses; designed principally for, but not limited to, juniors and seniors. Includes basic courses normally taken by junior (3rd year) students within the department of their major. Graduate credit for these courses will be restricted to graduate students whose major is not in the department offering the course.

400-499  Advanced undergraduate courses; designed principally for, but not limited to, juniors and seniors. These courses may be taken for graduate credit without restriction.

500-699  Graduate courses; advanced undergraduate students may be admitted with the consent of the instructor and approval of the appropriate dean.

Recommendation #3:

Course numbers for courses offered by schools of dentistry, law, medicine, and veterinary medicine for students in programs leading to the DDS, JD, MD, or DVM degrees will include an alphabetic prefix (D, L, M, or V) as part of the course number. Such graduate professional courses may or may not be restricted to students in the involved graduate-professional program on the basis of policy established by the campus and professional school offering the course. The sequences of course numbers, by level, will be as follows, with the prefix "P", used here, replaced by either D, L, M, or V, depending upon the particular professional school involved:

P100-P299  Introductory graduate-professional program courses.
P300-P399  First-year graduate-professional program courses.
P400-P499  Second-year graduate-professional program courses.
P500-P599  Third-year graduate-professional program courses.
P600-P699  Fourth-year graduate-professional program courses.
The P100-P299 series is included here, because of the introductory courses included in the six-year medical school program at the Kansas City campus. This series, typically, will not be used for other graduate-professional programs. The P600-P699 series will not be used for courses of three-year graduate-professional programs.

In order to add clarity and specificity to the intent of the 500-699 series of course numbers to be used for graduate course, Recommendation #4 was provided.

**Recommendation #4:**

In general there will be no distinction between courses numbered 500-599 and those numbered 600-699 in terms of level, except as specified in Recommendations #7 and #8, regarding specific course numbers, and as implied by the assignment of numbers to sequential courses. In particular, requirements for graduate degrees and statistical data on graduate courses will not distinguish between 500-599 and 600-699 courses.

Finally, in order to suggest that the reassignment of course numbers should not be a casually undertaken task, Recommendation #5 was offered.

**Recommendation #5:**

If a new common course numbering system is adopted for use on all campuses, each department, school or college will be provided data on the sources and levels of students enrolled in each course it offers and should consider these data along with the intended purpose of each course in the process of converting course numbers.

**Individual Instruction Courses Recommendations**

Recommendations #6 to #9 deal with the types of courses the committee labeled "individual instruction" in nature. Uniform conventions in the numbering of such courses and in the titles used for a sub-set of them is expected to facilitate communication about and administration of these types of courses. Again, there is no intent that these recommendations affect the purpose, nature, integrity, or use of these courses. Indeed, the common conventions proposed are expected to permit these especially important types of courses to receive special recognition.

**Recommendation #6:**

Five general types of individual instruction courses -- defined as all courses other than those designed to be taught generally in regular organized classes -- will be recognized. These are as follows:

**Field Experience Courses.** Courses that are designed with the primary objective of providing faculty supervised or directed on-the-job types of learning experiences. Includes courses variously designated as field placement, internship, clinical practice, practicum, in-service, student teaching, field observation, field experience, field instruction, etc.

**Individual Lesson Courses.** Courses which provide instruction in an art or skill on a one-to-one, faculty-to-student basis. Presently limited to selected courses in music.
Directed Individual Study Courses. Courses in which students enroll for the purpose of studying special topics or problems by means of largely independent study methods under the direction of a faculty member. Students enrolled under the same course number may study different topics or problems, with different members of the faculty, typically through special readings and often will write one or more papers on the topic or problem. Current course titles include such terms as problems, topics, readings, individual study, independent study, tutorial, etc.

Directed Individual Research Courses. Courses in which students enroll for the purpose of acquiring experience and proficiency in research, creative activity, or related types of scholarship, excluding senior, thesis, and dissertation research courses. The research is directed or supervised by a member of the faculty and different students typically pursue different projects with different members of the faculty while enrolled under the same course number.

Senior, Thesis, and Dissertation Research Courses. Courses in which students enroll in order to fulfill specific senior paper or research, (masters') thesis, or (doctoral) dissertation degree requirements.

It should be noted that "regular" courses and "individual instruction" courses are differentiated on the basis of the manner in which they are designed to be offered. Thus, a course designed for regular on-campus offering in the organized class format would not be designated as an "individual instruction" course, even though it may be offered by correspondence. The regular course number would be used when the course is taught by correspondence. The same convention would apply to courses which may, from time to time, be taught by radio, television, or by other special methods other than that for which they were originally developed.

Recommendation #7:

The second digit of the numerical part of the course number for individual instruction courses will be "9"; the first digit will be assigned according to the level of the courses as specified in Recommendations #2 and #3, above, and the third digit will identify the type of individual instruction course, as follows. The "N" in the following specifications will be replaced by a number (1,2,3,4,5,6), according to the level of the specific course.

<table>
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<td>N90-N93</td>
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<td>N94-N96</td>
<td>Individual Lesson Courses</td>
</tr>
<tr>
<td>N97</td>
<td>Directed Individual Study Courses</td>
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<td>N98</td>
<td>Directed Individual Research Courses</td>
</tr>
<tr>
<td>N99</td>
<td>Senior, Thesis, or Dissertation Research Courses</td>
</tr>
</tbody>
</table>

Recognizing that uniform course titles for a few types of individual study courses would further enhance communication about such courses, and that techniques for assigning numbers within the ranges specified in Recommendation #7 should be illustrated, Recommendation #8 was prepared.

Recommendation #8:

1. Field Experience Courses. The course title should reflect the type of field experience involved; no uniformity in course titles should be sought.
If two or more field experience courses form a sequence at the same course level, two options in the assignment of course numbers are available. If there are four or fewer courses at the level and no further expansion can be anticipated, the numbers could be N90, N91, N92, N93. For example:

- PSYCH 590 Counseling Practicum I
- PSYCH 591 Counseling Practicum II
- PSYCH 592 Counseling Practicum III

Alternatively, alphabetical suffixes can be used. For example:

- PSYCH 590A Counseling Practicum I
- PSYCH 590B Counseling Practicum II
- PSYCH 590C Counseling Practicum III

2. Individual Lesson Courses. The course title should reflect the instrument (or voice) involved; no uniformity in titles should be sought.

The combination of three numbers, (4, 5, and 6) in the third position of the course number and of 26 alphabetic characters which are available as suffixes is expected to be more than adequate for a single level of individual lesson courses in a department. For example:

- MUSIC 293A Accordion
- MUSIC 293B Bassoon
- MUSIC 293C Clarinet

3. Directed Individual Study Courses. The course title for each course of this type will be "Directed Individual Study" (DIS). Thus, the course will be identified by its "curricular designation", the course number (N97), and the common title. For example, in the Department of History there may be three "DIS" courses:

- HIST 297 Directed Individual Study
- HIST 397 Directed Individual Study
- HIST 597 Directed Individual Study

In those cases in which separate directed individual study courses are established for specific subdivisions of the parent "curricular designation", alphabetic suffixes may be added to the base number and the subject-matter designation added to the title. For example:

- HIST 397A DIS - American History
- HIST 397B DIS - European History
- HIST 397C DIS - Asian History

4. Directed Individual Research Courses. The common course title, "Directed Individual Research" (DIR) will be used for all courses of this type. Alphabetic suffixes to course numbers and subject matter designations added to the basic "DIR" title may be used, as illustrated, above, in the case of "DIS" courses.
5. **Senior, Thesis, and Dissertation Research Courses.** The following course numbers and titles will be uniformly used for these courses:

- 499 Senior Thesis
- 599 Research - Thesis
- 699 Research - Dissertation

Finally, in order that specificity might be added to the transcript entry for a Directed Individual Study (DIS) or Directed Individual Research (DIR) course, the following recommendation was provided.

**Recommendation #9:**

Each transcript entry for a directed individual study or directed individual research course should include, in addition to the curricular designation, number, and title of the course, a notation of the area, topic, or problem studied by the student in the course. For example, if the course is offered as Sociology 597, Directed Individual Study, and the student reads in the area of "urban population trends", the transcript entry might be:

**SOC 597 - DIS - URB POP TRENDS**

**Experimental Courses Recommendations**

The Committee considered the heterogeneous category of courses that are designed to be taught in organized classes, but which may vary in content from one offering to the next. It concluded that only in the case of "experimental courses" would there be merit in defining uniform conventions in the numbering of such courses. Experimental courses are ones which receive temporary approval to be offered on an experimental or trial basis before receiving permanent approval. The recommendation is as follows:

**Recommendation #10:**

The numbers N00, N being replaced by the number designating the level of the course, will be reserved for experimental courses. Following procedures established by the school, college, or campus for experimental courses, the initial or trial offering or offerings of such a course will be under the appropriate N00 number. Upon permanent approval the course will be assigned a number other than N00. An experimental course should be listed with the curricular designation, the N00 number, and trial course title. For example:

**ECON 300 Environmental Economics**

The N00 course numbers will be used for no courses other than experimental ones.

With regard to the other types of variable content, organized class, courses, the Committee suggested that each campus consider extending the principle of Recommendation #9 to such courses in order that transcripts may show the specific topic or content studied by students in them.
General Recommendations

The Committee provided three general recommendations. In recognition of the desirability of assigning identical course numbers to those courses of two or more campuses which are essentially the same, but that only departmental faculties can make the determination of "essentially the same," Recommendation #11 was provided.

**Recommendation #11:**

If the recommendations of the Committee to establish uniform conventions in the numbering of courses are adopted, sister departments of the University will be encouraged to review jointly their respective course offerings and in mutually agreeable cases to use identical course numbers and titles for courses that are considered to be essentially the same on each campus.

The Committee considered briefly the practice of designating in catalogs and schedules of courses, the same course as an offering of two or more departments. It noted both justifications for and disfunctions of this practice and offered the following recommendation.

**Recommendation #12:**

At each campus a thorough review of the practice of listing the same course as an offering of two or more departments should be carried out with the intent of continuing this practice only in those cases where it can be clearly justified on the basis of accepted academic considerations.

In recognition of the interests and responsibilities of the faculty in all matters relating to courses and curricula, the Committee included its final recommendation.

**Recommendation #13:**

The preceding recommendations should be referred to the appropriate faculty body on each campus for consideration.
To: Academic Planning Council

From: Chancellor Merl Baker

RE New Numbering of Courses

Dear Colleagues:

Please note the attached copy of Bob McFarland's memorandum of April 6. I believe Bob has a very valid point here and hopefully his ideas can be incorporated in the plan. We are in the process now of studying on campus the differences in expectations for our terminal masters' degree students and those who are in the process of the doctorate.

Sincerely yours,

Merl Baker
Chancellor

MB/mlc

Enclosure
MEMORANDUM TO: Merl Baker, Chancellor

FROM: Robert H. McFarland, Dean Graduate School

RE: New Numbering of Courses

Merl, with respect to the new numbering of courses, the compromises relative to the 500 - 699 courses leaves this in a condition that I find undesirable if not unacceptable.

These courses would replace our 400 level courses from which undergraduates are normally excluded. This has not always been desirable as at any given level of a student's development, it is often desirable to move to courses in either the level above or below.

This flexibility is possible and practical in the KC plan using essentially an M.S. level and an advanced level. The new plan originally provided for this in a 500 - 599 and a 600 - 699 flexibility.

The current version, however, utilizes numbers 500 - 699, but goes on in recommendation #4 to deny a campus the ability to utilize these in two levels for degree purposes. I feel this decision if not a U-Wide decision should be a campus choice. In most of our disciplines, seniors can readily function in 1st year graduate courses, but may not be ready for courses that should be of a level for final Ph.D. work. I can understand liberal arts campuses to make this distinction, but feel it should not be denied technological campuses.
Engineering Management graduate courses i.e., should be 500 - 599 courses. Most math grad courses should be courses at this level allowing good seniors to take them. Quantum electrodynamics, advanced relativity, etc., however, should be at a level that most M.S. students would not satisfactorily complete. If we are to have the dual ranges, why not use them.

RHM:ge

Enclosure
ACADEMIC COUNCIL ROSTER 1972-73

COLLEGE OF ARTS & SCIENCES

Chemistry
B. Ken Robertson (341-4420)
Donald J. Siehr (341-4420)
William H. Webb (314-4436)

Computer Science
Frank G. Walters (341-4496)

Geology
James C. Maxwell (341-4616)
Richard L. Rechtien (341-4616)

Humanities
Wayne C. Cogell (341-4628)
Michael D. Patrick (341-4625)
Milo L. Pearson (341-4623)

Mathematics
Louis J. Grimm (341-4644)
A. Glen Haddock (341-4641)
Charles A. Johnson (341-4652)

Physics
Otto H. Hill-Chariman (341-4798)
William R. Snow (341-4792)
Wayne L. Teft (341-4791)

Social Sciences
John J. Dahm (341-4824)
Harry J. Eisenman (341-4813)
Lance Williams-Secretary (341-4816)

SCHOOL OF ENGINEERING

Chemical Engineering
Orrin K. Grosser (341-4434)
James W. Johnson (341-4420 or 4352)

Civil Engineering
William A. Andrews (341-4465)
John L. Best (341-4466)
Frank A. Gerig (341-4487)
Sotirios G. Grigoropoulos (341-4464)

Electrical Engineering
George McPherson (341-2131)
Ralph Carson (341-2161)
James H. Tracey-V. Chariman (341-2041)
Roger E. Liemer (341-2051)

Engineering Management
Daniel L. Babcock-Parliamentarian (341-4556)

Engineering Mechanics
Peter G. Hansen (341-4581)
Carloheinz C. Muhlbaumer (341-4581)

Mechanical Engineering
Lyman L. Francis (341-4606)
Robert A. Medrow (341-4666)
Ralph E. Schowalter (341-4661)
Donald L. Cronin (341-4669)

SCHOOL OF MINES & METALLURGY

Ceramics
F. Darrell Ownby (341-4401)

Metallurgical & Nuclear Engr.
Thomas J. O'Keefe (341-4352)
Nicholas Tsoulfanidis (341-4352)

Mining, Petroleum & Geological Engineering
A. Herbert Harvey (341-4756)
David A. Summers (341-4365)

Physical Education
Burr R. Van Nostrand (341-4175)

Military Science - Army
Robert E. Crowley (341-4175)

Military Science - Air Force
Madison M. Daily (341-4750)

EX-OFFICIO MEMBERS-VOTING
Chancellor Merl Baker (4114)
Dean of Faculties Dudley Thompson (4158)
Dean of Graduate School Robert H. McFarland (4142)
Dean Engineering J. Stuart Johnson (4151)
Dean Mines-Metallurgy Theodore J. Planje (4153)
Dean Arts & Sciences Adrian H. Daane (4127)

EX-OFFICIO MEMBERS-NON-VOTING
Dean of Extension G. Edwin Lorey (4134), Registrar Robert B. Lewis (4164), Business Officer Joseph D. Wollard (4121), Librarian Earl J. Randolph (4226)

UNDERGRADUATE STUDENT REPRESENTATIVES (S)
Richard M. Chiles-S.C. 364-9956
Daniel Hinkle-S.C. NA
Michael Hurst-S.C. 364-9818
Steve Roemerman-S.C. NA
Rosemary Rois-S.C. 341-4917

GRADUATE STUDENT REPRESENTATIVE
Don Nelson 364-7808
Bob Schwab 364-7274
### Attendance Roster

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**Quorum - 2/3 voting membership - 50 - 34**

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[Signature]
Dean for Students
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*Michael Hardie Oct '72*

*Earl Randolph*

*Steve Roemerman*

*Rosemary Rois*

*Bob-Steveski Oct '72*
PROXY VOTING REPRESENTATIVES

PROCEDURAL RESOLUTION
WHEREAS, the voting membership of the Academic Council was designed to provide for the sampling of opinion on the basis of proportional representation of all segments of the faculty and administration;

RESOLVED, That all persons holding voting membership in the UMR Academic Council may authorize an appropriate person (anyone eligible for voting membership on the Council) of their choice to serve in their stead at a meeting of the Council and to exercise all the rights and privileges of the regular member, provided that the regular member submits the name of the person so authorized in writing to the Secretary of the Academic Council prior to the meeting at which he will serve.

Passed December 14, 1972

[Signature]
MEMO
from the desk of
RONALD CARMICHAEL 1/18/73

To: Secretary of Academic Council

Melvin Harper is replacing me as the Engineering Management Dept. representative on the Academic Council for the Jan. 18, 1973, meeting.

Ronald L. Carmichael
Mr. Donald Askeland will serve in my place as the representative for Metallurgical Engineering for the Spring Semester 1973.

Thomas O'Keefe

Received: January 18, 1973
Lance Williams, Secretary (Academic Council)
Memorandum

To: Lance Williams

From: Lyman L. Francis

RE: Proxy for Academic Council Meeting

This is to notify you that Professor Wells Leitner will serve as my proxy at the Academic Council Meeting on January 18.

[Signature]
Jan 15, 1973

Dr. J. S. Josey is designated to represent me at the Academic Council meeting, January 1973.

Frank A. Yerg, Jr.

GS Humanities
1:30
To: SEC, Academic Council

From: A.C. Sprung, Sociology Department

Re: Academic Council

cc: E. Boster
    R. Frohlich
    J. Hotchkiss
    R. Hotchkiss

The Department of Sociology and Anthropology has elected to appoint the following alternates as representatives to the Academic Council in case the regular members of the council are unable to attend:

For sociology: Ernst Boster
and " : Reinhard Frohlich

A. Sprung
Chair

TO: SEC, Academic Council
Memo To: Lance Williams, Secretary, Academic Council

From: H. W. Weart

Re: Departmental representatives for 1973-74.

At a regular staff meeting, the following were elected to the office noted:

D. R. Askeland  
A. E. Bolon  
F. Kisslinger  
H. P. Leighly, Jr.

Academic Council member  
"   "   "
UMR Tenure Committee member  
Alternate

H. W. Weart

HWW/mrw 2/2/73
NAME: Askeland, Donald R
DEPARTMENT: Metallurgy

INSTRUCTIONS: Please indicate in decreasing order of preference starting with 1 (unity) your preference for serving on the following UMKC BY-LAWS standing committees as a member elected from and by the Academic Council.

4.512 Admissions & Academic Standards
4.514 Budgetary Affairs
4.516 Curricula
4.517 Facilities Planning
4.519 Personnel
4.521 Rules, Procedure & Agenda
4.522 Student Affairs
4.523 Student Awards & Admissions
4.524 Student Scholastic Performance

Return this form to your Dept. Chair, so that it can be forwarded to reach Otto H. Hill, Chair, Acad. Council, Physics Bldg. 209 on/before April 3, 1973.
March 21, 1973

Dr. Otto Hill
209 Physics

Dear Dr. Hill,

The new student representatives for the 1973-74 Academic Council were elected at the March 20 Student Council meeting. They are as follows:

Marvin E. Borgmeier
Karl Heisserer
Steven D. Roemerman
Larry B. York

Sincerely,

Rosemary Rois
Secretary
UMR Student Council

cc: Michael D. Patrick
MEMORANDUM TO: Michael D. Patrick, Secretary,  
Academic Council  
FROM: Harry Eisenman, Social Sciences  
RE: My Substitute for the 12 April 1973 Meeting

Wayne Bledsoe will serve as my substitute for the 12 April meeting of the Academic Council. I shall be away from the campus that day and cannot attend the meeting.

Harry J. Eisenman  
Associate Professor-History

cc: J. J. Dahm  
R. Montgomery
This is to advise you that Professor Melvin Garner will replace me at the Academic Council meeting on March 8.

DLB:cc
Dear Mike -

Manfred Wuttig is going to fill in for me in the Academic Council meeting March 8.

Thanks

Don Askeland
Metallurgy
Because of my own absence on a field trip, and the commitment of other Military Science Department instructors to classes, I hereby authorize Lieutenant Colonel Madison M. Daily, USAF, to serve in my stead at the Academic Council Meeting on 12 April.

ROBERT E. CROWLEY
Colonel, CE
Professor of Military Science

CF:
LTC Daily
MEMORANDUM TO: Secretary, Academic Council
FROM: George E. Phillips
RE: Proxy for April 13, 1973 Meeting

I have asked Prof. C.C. Skitch to serve as my proxy and to be present at the referred meeting of the Academic Council.

RESPONSE:

(SIGNED)
Memorandum

To: Lance Williams,
Secretary Academic Council

From: A. C. Spreng, Geology

RE Substituting Dr. S. K. Grant For Prof. Maxwell at April 12 Academic Council Meeting

I would like to inform you that Dr. Maxwell will not be attending the Academic Council meeting today, April 12 and that Dr. S. K. Grant has been asked to take his place.

A. C. Spreng
Chairman, Geology & Geophysics

ACS/lcw

cc: S. K. Grant
May 3, 1973

MEMORANDUM TO: Dr. Michael Patrick, Secretary
                  Academic Council

FROM: Norman G. Dillman

RE: Substitute for Academic Council Meeting

As a follow-up on the telephone call placed for me by Eunice French, I would like to advise that, due to off-campus and out-of-town University commitments, I will be unable to attend the meeting of the Academic Council which is scheduled for today. I have asked Dr. Ronald Fannin to attend in my stead.

Norman G. Dillman

NGD:epf
MEMO TO: Dr. Otto Hill, Chairman  
Academic Council  

FROM: T.B. Baird  

RE: Council meeting of May 3, 1973  

Due to a class conflict, I will be unable to attend the above mentioned meeting. Prof. F.G. Walters will represent me at this meeting.  

Thomas B. Baird  
Assistant Professor  

TBB: sjj
To: Sec. Academic Council

From: H. A. Wiebe

Subject: May 3, 1973 meeting of Academic Council

This letter appoints Dan Babcock to take my place at the Academic Council meeting of May 3, 1973.

Henry A. Wiebe
Memorandum

To: Lance Williams, Secretary, Academic Council

From: H. W. Weart

RE: Departmental Representative to the Academic Council (1-year term).

At its regular meeting on 1 May 1972 the faculty of the Department of Metallurgical and Nuclear Engineering elected Dr. M. T. Tsoulfanidis to fill out the expired portion of Dr. Bolin's term as Departmental Representative on the Academic Council.

H. W. Weart
Memorandum To: Dr. Wm. Andrews, Chairman
Academic Council

From: Wm. H. Webb

Re: Council member

On April 21, 1972, the Department of Chemistry elected Dr. Donald Siehr as a member of the Academic Council replacing Dr. Wm. J. James who was elected for the 1971-72 school year.

William H. Webb
Chairman

Don't you are certainly invited to come along with Bill James to the last council meeting on May 11 for 1971-72 if you wish, to sort of get acquainted with our procedures. It is in 45, Humanities Bldg., at 3:30 pm till about 3:50. Come for all, or part if you can't make all.
MEMORANDUM TO: William Andrews, Chairman  
Academic Council

FROM: J. C. Pogue, Chairman  
Department of Humanities

SUBJECT: Election of Member to Academic Council

This memorandum is to advise you that the Department of Humanities has elected Professor Lon Pearson to replace Dr. David Law on the Academic Council for the academic year 1972-73. As you know, Dr. Law will be on sabbatical leave next fall.

J. C. Pogue

JCP:glb
Memorandum To: Otto Hill, Chairman, Academic Council

From: H. W. Weart

RE Council Vacancy

At a staff meeting held on 1 May 1972 the faculty of the Department elected Dr. N. Tsoulfanidis to fill out the unexpired term of A. E. Bolon, who will be on sabbatical leave during 1972-73.

Harry W. Weart, Chairman
Dept. of Met. & Nuc. Engr.

HWW:ls

cc: Lance Williams, Secretary
    Academic Council
TO: Chairman, Faculty Academic Council

FROM: Student Council

RE: Election of Students to the 1972-73 Faculty Academic Council.

At the Student Council meeting, Tuesday, April 25, 1972, the following students were elected by 75% vote of the membership to serve on the 1972-73 Faculty Academic Council:

Richard M. Chiles
Daniel K. Hinkle
Michael D. Hurst
Steve Roemerman
Rosemary Rois
Dr. Lance Williams,

Just a short note to tell you that in our last meeting we decided to keep all present Academic Council committee members. In September 1972, we will have elections and send new members to the Academic Council. Because many of our members graduate and leave each year, we feel this is our only course of action at present.

Sincerely,

Henry E. Zeeck
Association of Graduate Students
UMR ACADEMIC COUNCIL
EXECUTIVE COMMITTEE

ACADEMIC COUNCIL OFFICERS
Dr. Otto H. Hill, Chairman
Room 310, Materials Research Ctr. (341-4352)
Dr. James H. Tracey, Vice-Chairman
Room 109, Elec. Eng. Bldg. (341-4506)
Dr. Lance Williams, Secretary
Room 122, Hum-Soc. Sci. (341-4816)
Dr. Daniel L. Babcock, Parliamentarian
Room 302, Harris Hall (341-4556)

RULES, PROCEDURES & AGENDA COMMITTEE
Dr. William Andrews
Room 206, Civil Eng. (341-4465)
Dr. John Dahm
Room 121, Hum-Soc. Sci. (341-4824)
Dr. Otto H. Hill
Room 310, Materials Research Ctr. (341-4352)
Dr. Thomas O'Keefe
Room 111, Materials Research Ctr. (341-4352)
Dr. Ronald Rollins
Dr. Ralph Schowalter
Room 203, Mech. Eng. Bldg. (341-4661)
University of Missouri - Rolla

SCHOOL OF SCIENCE
DEPARTMENT OF PHYSICS

October 11, 1972

Memo To: Chancellor Karl Baker
Dr. John Dahm
Dr. Lance Williams
Dr. Otto Hill

From: Henry Berek

Subject: Association of Graduate Student's Representatives

The following are the departmental addresses of the A.G.S. representatives to the Academic Council and various Committees:

ACADEMIC COUNCIL: (2)

James Wroblewski  Chemistry  P.O. Box 1042, Rolla
Michael Hardie  CE  364-4544  341-4478

COMPUTER CENTER: (1)

Clarence Miller  Comp. Sci.  364-5391

FACILITIES PLANNING: (1)

John Howard  Eng. Management  364-7721

RULES, PROCEDURES AND AGENDA: (1)

John Lee  Eng. Management  364-8749

LIBRARY: (1)

Stephen Kalinowski  Physics  364-9956  303 Farrar Hall
  341-4953, 341-4799

liaison: (2)

Henry Berek  Physics  364-1949
Robert McDaniel  Chem.  364-1723
UMR DEPARTMENT CHAIRMEN 1972-73

Col. Madison M. Daily, Air Force-Aerospace Studies
Robert E. Moore, Ceramic Engineering
Mailand R. Strunk, Chemical Engineering
William H. Webb, Chemistry
Joseph H. Senne, Civil Engineering
John W. Hamblen, Computer Science
J. Robert Betten, Electrical Engineering
G. Ray Cuthbertson, Engineering Management (acting)
Peter G. Hansen, Engineering Mechanics
A. C. Spreng, Geology and Geophysics (acting)
Jim C. Pogue, Humanities
A. Glen Haddock, Mathematics
Thomas R. Faucett, Mechanical and Aerospace Engineering
Harry W. Weart, Metallurgical and Nuclear Engineering
Robert E. Crowley, Military Science
Nolan B. Aughenbaugh, Mining, Petroleum and Geological Engineering
Billy Key, Physical Education
Laird D. Schearer, Physics
Marvin Cain, Social Sciences
GENERAL RESOLUTIONS FOR THE ACADEMIC COUNCIL

GENERAL RESOLUTION I

Whereas, The Board of Curators is expected soon to approve the revision of By-Law 4.533; and
Whereas, The Academic Council feels that the best interests of the University will be served by having some elected Faculty representation on the Traffic Committee, and thereby respectfully requests acceptance of the following by the Chancellor, namely;
Resolved, The Security and Traffic Safety Committee, under By-Law 4.533, shall consist of at least two faculty members elected from and by each School or College for a two year term, with one-half being elected each year, two undergraduate students selected by the Student Council and one graduate student selected by the Graduate Student Association. Student terms shall be for one year. The remainder of the Committee, in number and makeup, shall be determined by the Chancellor in accordance with the revised By-Law 4.533.

APPROVED: March 8, 1973 Vol. II, #8.3 Michael Patrick, Secretary

GENERAL RESOLUTION II

The Chancellor's Liaison Board to the Council will consist of six undergraduate students selected by the Student Council, two graduate students selected by the Association of Graduate Students, the two faculty members of the Student Affairs Committee (4.522), two faculty from each School/College chosen from lists formed by the election of one nominee from each Department in a School/College, and eight administrative appointees selected by the Chancellor. The Liaison Board was formed to facilitate communication on the campus. It will possess no power to take action. The Chancellor will serve as Chairman and it will meet approximately twice each semester.

APPROVED: September 23, 1971 Vol. I, #2.9 Lance Williams, Secretary
GENERAL RESOLUTION III

Whereas, There may be committees from previous years that do not have a direct counterpart under the new By-Laws;

Resolved, That the Academic Council recommends to the Chancellor that

1) any previously appointed committees, whose charges were formally transferred in toto to one or more of the Faculty or Administrative Standing Committees, be appropriately discharged,

2) any previously appointed committees, whose charges are unique and not specifically designated by the By-Laws, be formally restructured as a sub-committee of one of the appropriate Faculty or Administrative Standing Committees, and

3) before any new committees are formed every attempt should be made to assign seemingly new tasks to existing committees defined by the By-Laws. (In cases where it is difficult to determine the proper committee, the Rules, Procedures and Agenda Committee (4.521) will be consulted.)

APPROVED: October 21, 1971 Vol. I, #3.6 Lance Williams, Secretary

GENERAL RESOLUTION IV

STAFFING AND ORGANIZING OF BY-LAWS STANDING COMMITTEES

Whereas, The UMR By-Laws call for the staffing of UMR Standing Committees by faculty elected (a) by/from the General Faculty, (b) by/from the Academic Council, and (c) by/from the School and College, and places restrictions upon the number of committee assignments an individual faculty member may hold; and

Whereas, It is necessary that some single faculty or administrative agency coordinate and be responsible for these elections in order to insure compliance with the constraints imposed by the UMR By-Laws;

Resolved, That, acting in the name of the General Faculty, the UMR Academic Council does hereby adopt the following procedures for the election of faculty members to the UMR Standing Committees.

I. REPRESENTATIVES ELECTED BY/FROM SCHOOLS OR COLLEGE

1.1 On/before December 1 of each year the Rules, Procedures and Agenda Committee shall submit to each School and College Dean a list of vacancies on
UMR Standing Committees for the next academic year to be filled by School or College elections.

1.2. Upon receipt of this list, each Dean shall request no more than one faculty nominee for each committee to be elected by and from each Department under his jurisdiction, to be returned on/before January 15.

1.3. Each Dean shall prepare a ballot containing the names of these Departmental nominees with instructions to vote for as many nominees as the School or College is required to provide as representatives on each committee. These ballots shall be circulated to the School or College faculty and returned on/before February 15. Approval by a majority of the voting faculty is required for election.

1.4. In those cases where the number of nominees receiving a majority vote is less than the number of committee members to be elected, the Dean shall construct a second ballot containing a number of nominees equal to the number of positions remaining to be filled PLUS ONE, to be selected from the largest vote getters on the first ballot. The faculty shall be instructed to vote for as many nominees for each office as there are positions remaining to be filled on each committee. This second ballot, together with the results of the first ballot, shall be circulated to the School or College faculty and returned on/before March 15.

1.5. In lieu of the procedures described in 1.3 and 1.4, the Dean of a School or College may conduct these elections at a general meeting of the School or College, subject to the condition that the representatives be elected by a majority of the faculty present and voting.

1.6. Each School and College Dean shall report the results of these elections to his faculty and to the Chairman of the Rules, Procedures and Agenda Committee on/before April 1.

II. REPRESENTATIVES ELECTED BY/FROM THE GENERAL FACULTY

II.1. On/before December 1 of each year the Rules, Procedures and Agenda Committee shall submit to each School or College Dean a request for a number of nominees for positions as faculty representatives on UMR Standing Committees elected by/from the General Faculty. In general, the number of nominees requested shall be such as to insure election by majority vote with a single ballot by the General Faculty. Each School or College shall be requested to provide up to the fixed number of nominees for each position.

II.2. Upon receipt of this list, each Dean shall request no more than one faculty nominee for each committee to be elected by...
Department under his jurisdiction, to be returned on/before January 15.

II.3. Each Dean shall prepare a ballot containing the names of these Departmental nominees with instructions to vote for as many nominees as the School or College has been requested to provide for each committee. These ballots shall be circulated to the School or College faculty and returned on/before February 15. Approval by a majority of the voting faculty is required for election.

II.4. In those cases where the number of nominees receiving a majority vote is less than the number of nominees to be provided, the Dean shall construct a second ballot containing a number of nominees equal to the number of positions remaining to be filled PLUS ONE, to be selected from the largest vote getters on the first ballot. The faculty shall be instructed to vote for as many nominees for each office as there are positions remaining to be filled on each committee. This second ballot, together with the results of the first ballot, shall be circulated to the School or College faculty and returned on/before March 15.

II.5. In lieu of the procedures described in II.3 and II.4, the Dean of a School or College may conduct these elections at a general meeting of the School or College, subject to the condition that the representatives be elected by a majority of the faculty present and voting.

II.6. Each School and College shall report the results of these elections to his faculty and to the Chairman of the Rules, Procedures and Agenda Committee on/before April 1.

II.7. The Rules, Procedures and Agenda Committee shall prepare a list of these nominees for distribution with the Agenda for the next General Faculty meeting and a ballot for these positions with instructions to vote for a number of nominees equal to the number of positions required to be filled. In any case where the number of nominees make it impossible to insure election by a majority vote, the Rules, Procedures and Agenda Committee shall offer a motion to the General Faculty authorizing election by a plurality if necessary. In case of a tie, the winner shall be decided by the toss of a coin.

II.8. The Rules, Procedures and Agenda Committee shall circulate the results of the General Faculty election in a subsequent issue of the UMR Digest.

III. REPRESENTATIVES ELECTED BY/FROM DEPARTMENTS, GRADUATE SCHOOL, AND APPOINTED BY THE ADMINISTRATION

III.1. On/before February 1 of each year the Rules, Procedures and Agenda Committee shall inform Department Chairman, the Dean of the Graduate School and the Chancellor of those committee positions for which they are obligated to
provide representatives for the subsequent academic year. The parties so notified shall be reminded of the By-Laws procedures for the selection of the representatives.

III.2. The Department Chairmen, Graduate School Dean and the Chancellor shall provide the required response to the Chairman of the Rules, Procedures and Agenda Committee on/before April 1.

IV. REPRESENTATIVES SELECTED BY/FROM THE STUDENT ORGANIZATIONS

IV.1. On/before February 1 of each year the Rules, Procedures and Agenda Committee shall inform the President of the Student Council and the President of the Graduate Student Association of those committee positions for which their organizations are obligated to provide representatives for the following academic year. The parties so notified shall be reminded of the By-Laws procedures for the selection of the representatives.

IV.2. The Presidents of the student organizations shall provide the required response to the Chairman of the Rules, Procedures and Agenda Committee on/before April 1. These responses shall include information on the planned graduation or termination dates of the student representatives.

V. ANNUAL ORGANIZATION OF THE UMR BY-LAWS COMMITTEES

V.1. Upon completion of the election and selection of committee representatives in the Spring semester, the Rules, Procedures and Agenda Committee shall immediately produce a roster of the members of each of the Standing Committees.

V.2. These rosters shall be turned over to the retiring Chairman of each of the Committees with instructions to call an organizational meeting of the new committee prior to the end of the Spring semester. If the Chairman is unavailable, then any other officer or member may be selected to perform this service.

V.3. The retiring or acting chairman shall forward the results of the organizational meeting of the new committee to the attention of the Chairman of the Rules, Procedures and Agenda Committee initiating the request on/before June 1.

V.4. On/before July 1, the Rules, Procedures and Agenda Committee shall forward a list of the members and officers of the UMR By-Laws Standing Committees to the Secretary of the General Faculty for subsequent publication and distribution to the General Faculty and Staff.

APPROVED: January 18, 1973 Vol. II, #6.3 Lance Williams, Secretary
GENERAL RESOLUTION V

Whereas, At the time of the formulation and adoption of the UMR By-Laws the UMR Graduate Student Association was in the process of being organized and was not an active participant in the deliberations resulting in this original document, and furthermore, representatives of said Association failed to participate in the Revisions of the By-Laws initiated during the 1972-73 academic year; and

Whereas, The Graduate Student Association has now requested membership on several UMR By-Laws Standing Committees which could only be officially provided by an additional revision of the By-Laws;

Resolved, That until such time as the UMR By-Laws are revised to officially provide such representation, the UMR Academic Council authorizes that the following number of representatives selected by and from the Graduate Student Association be added to the designated committees:

<table>
<thead>
<tr>
<th>COMMITTEE</th>
<th>NUMBER OF GSA REPRESENTATIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.513 Public Occasions</td>
<td>1</td>
</tr>
<tr>
<td>4.522 Student Affairs</td>
<td>1</td>
</tr>
<tr>
<td>4.523 Student Awards &amp; Aids</td>
<td>1</td>
</tr>
<tr>
<td>4.524 Student Scholastic Performance</td>
<td>1</td>
</tr>
</tbody>
</table>

and, furthermore, that the voting rights of the Graduate Student Association member on each committee shall be determined by the official By-Law members of each committee.

APPROVED: March 8, 1973
Vol. II, #8.4
Michael Patrick, Secretary
PROCEDURAL RESOLUTIONS FOR THE ACADEMIC COUNCIL

PROCEDURAL RESOLUTION I

WHEREAS, it appears necessary to clarify the voting privileges of some members of UMR Standing Committees in order to provide for uniform procedures in the conduct of the business placed before these committees,

RESOLVED, that it is the consensus of the Academic Council that, unless the BY-LAWS specifically dictate otherwise, each and every member elected or appointed to serve on the UMR Standing Committees shall be extended the privilege of voting upon any issues coming before these committees in the conduct of their business.

APPROVED: August 26, 1971 Vol. I, #1.3 Lance Williams, Secretary

PROCEDURAL RESOLUTION II

WHEREAS, there is the possibility that committees may exist now and may be generated in the future as a result of experiences which are beyond the ordinary cognizance of the general faculty or its Academic Council,

RESOLVED, that Academic Council respectfully requests all administrators having campus-wide authority, file with the secretary of the council the charge, responsibilities, duties, and membership of any regularly appointed or ad hoc committees performing service for them and that a catalog of information on such committees shall be available to any faculty member in the office of the said secretary.

APPROVED: September 23, 1971 Vol. I, #2.8 Lance Williams, Secretary

PROCEDURAL RESOLUTION III

RESOLVED, that the minutes of the Academic Council be considered official notification and documentation of actions approved.

APPROVED: September 23, 1971 Vol. I, #2.3 Lance Williams, Secretary
PROCEEDURAL RESOLUTION IV

Representatives of student news media are invited to attend meetings of the Academic Council. They may not tape record or verbatim stenograph debate and comment, and must not report actions taken prior to release of the minutes of meetings. Any documents and attachments related to matters discussed will be made available to them, on request, by the Secretary. These restrictions are intended to apply only to matters occurring during the official sessions of the Council.

(NOTE: Vol. I, #3.1)

APPROVED: January 20, 1972 Vol. I, #6.7 Lance Williams, Secretary

PROCEEDURAL RESOLUTION V

WHEREAS, the Academic Council has frequently found itself doing the work of committees,

RESOLVED, 1. Committee reports and motions shall normally be submitted in writing to the RP & A at least 10 days prior to the corresponding Council meeting. Reports shall be in such a form that the Council will be perfectly clear as to what action is required. In some cases it may be advantageous to include pro and con positions or minority reports.

2. The RP & A will review reports for completeness and possible request revision before placing the corresponding item on the Council agenda.

APPROVED: January 20, 1972 Vol. I, #6.8 Lance Williams, Secretary

PROCEEDURAL RESOLUTION VI

WHEREAS, the Academic Council is getting behind in its work and

WHEREAS, more efficient procedures for handling business in Council meetings are needed,
RESOLVED,

1. The Council Chairman shall not entertain a motion for adjournment until at least 3:30 p.m. unless the Chairman determines that no further substantial progress can be made on the agenda.

2. At 3:30 p.m. the Chairman shall appraise the status of the business. If he determines that urgent business remains, items will be entertained until 4:00 p.m. The Council will normally not conduct business past 4:00 p.m.

3. Persons planning to seek clarification or raise objections to committee reports circulated with the agenda shall:
   a. Contact the Committee Chairman to discuss and resolve as many problems as possible before the Council meeting.
   b. If a pro or con position exists after the above discussion, prepare a written statement or amendment for distribution at the Council meeting and notify the Council Chairman prior to the meeting.

4. In the discussion of a motion, the Council Chairman shall give highest priority to those who have requested time prior to the meeting. The chair shall attempt curtailment of redundant or poorly prepared position statements.

5. The Chairman and the RP & A committee members shall be alert to motions, amendments and discussions which represent a significant departure from the published agenda. Such actions may be ruled out of order, generate a referral to committee or be recommended as a future agenda item.

6. Motions and/or reports shall include a statement which designates it as coming from an individual, group or committee.

7. Motions and amendments should be given to the Council Secretary in writing either before or during the Council Meeting.

8. A council member shall "Call for the previous question" if debate appears to have ceased. The chairman will then ask if there are objections and if none, proceed to the vote. A member shall "Move the previous question" if it appears necessary to obtain a 2/3 approval before proceeding to the vote.

APPROVED: January 20, 1972    Vol. I, #6.9    Lance Williams, Secretary

PROCEDURAL RESOLUTION VII

On committees with two year terms, the Council members serve during their two
year Council term and the General Faculty members are elected on alternate years. Where General Faculty choices exist, the schools/college will be asked to provide nominees of a total that can result in a majority vote with one ballot (excluding possible nominations from the floor). The RP & A is authorized to bring into general, reasonable conformity any committee term/membership that is unnecessarily confusing and complicated.

APPROVED: February 24, 1972 Vol. I, #7.6 Lance Williams, Secretary

PROCEDURAL RESOLUTION VIII

Any action passed by the Academic Council, in which the time limit to challenge would expire between semesters, may be placed upon the Agenda of the first General Faculty meeting of the next semester if a proper petition has been presented to the Chairman of the General Faculty.

APPROVED: May 11, 1972 Vol. I, #10.10 Lance Williams, Secretary

PROCEDURAL RESOLUTION IX

WHEREAS, the voting membership of the Academic Council was designed to provide for the sampling of opinion on the basis of proportional representation of all segments of the faculty and administration;

RESOLVED, that all persons holding voting membership in the UMR Academic Council may authorize an appropriate person (anyone eligible for voting membership on the Council) of their choice to serve in their stead at a meeting of the Council and to exercise all the rights and privileges of the regular member, provided that the regular member submits the name of the person so authorized in writing to the Secretary of the Academic Council prior to the meeting at which he will serve.

APPROVED: December 14, 1972 Vol. II, #5.9 Lance Williams, Secretary
March 27, 1973

Dr. Otto H. Hill, Chairman
UMR Academic Council
University of Missouri-Rolla
Department of Physics
103 Physics Building
Rolla, Missouri

Dear Otto:

This will acknowledge receipt of your letter of March 13. I appreciate your kind words and did thoroughly enjoy my recent trip to Rolla and the chance to visit informally with many of my colleagues.

I want to give further study to the resolution passed by the UMR Academic Council. I would question one of the assumptions which is stated as:

"Whereas, the authority to establish the qualifications for and the privileges of membership in any such organization resides solely with the faculty. . . ."

The faculty certainly plays a major role, but the term "faculty" needs defining. Further, I think it has been customary for matters of qualifications of personnel to be determined jointly by peers and administrative officers who are also faculty members within the University and on occasion by peers from beyond the University. Further, the Board of Curators has not delegated, according to information I can find, the full responsibility for various types of faculty appointments to the faculty.

I am not intending to be argumentative but merely to suggest that there needs to be thorough discussion and consequently full understanding of what is meant by statements such as those contained in parts of your resolution.

Yours very truly,

C. BRUCE BRYCEORD
President

CC: Chanceller Marl Baker
    Vice President Paul Nagel
    Dean Dudley Thompson
Dear Dr. Williams:

I have your letter of November 8, raising additional questions relating to certificates.

Your first question was, "Is there a difference between academic degrees and a certificate of hours taken?"

The regulations of the University are not entirely clear in this respect, but I would refer you to the regulations found under Section 12.0202, and Sub-sections .02 and .03 thereunder. Under Section .0301 thereunder, it states, "The term 'certificate' as used herein refers to documents attesting completion of non-degree programs, and the term 'diploma' as used herein refers to documents issued to substantiate conferral of degrees."

I think the above quote also answers your second question which was, "Is a certificate essentially something different from a diploma?"

You will also note that under .0201, the names of candidates for diplomas and any and all certificates shall be presented to and approved by the faculty, and under .0202 names of candidates recommended by faculty shall be presented to the Board for approval. If it is going to be necessary to submit the names to the Board, whether or not the regulations are specifically so demanding, it would only seem prudent to me to submit the proposed program for certificates through the Chancellor and the President to the Board.
for approval. I know that one question in the Board's mind would be whether or not you were attempting to establish the equivalent of a two-year degree. Having heard some slight discussion of this kind of problem, it would seem to me that discretion would be the better part of valor.

Very truly yours,

JACKSON A. WRIGHT
General Counsel
Mr. Jackson A. Wright  
General Counsel  
227 University Hall  
University of Missouri-Columbia  
COURIER

November 8, 1972

Dear Mr. Wright

Thank you for your response to the question of certificates as contained in the Academic Council resolutions of October. In order to make sure we understand each other, I would like to raise a couple of questions:

- Is there a difference between academic degrees and a certificate of hours taken?
- Is a certificate essentially something different from a diploma?

For your benefit I am enclosing copies of the original material considered by the Council and the Admissions and Academic Standards Committee and our correspondence to this point.

Your further response will be appreciated.

Sincerely yours,

Lance Williams, Secretary  
Academic Council

Enclosures

cc: Karl Muhlbaucer, Chairman  
Admissions and Academic Standards Committee

Otto Hill, Chairman  
Academic Council
Mr. Lance Williams, Secretary  
Academic Council  
University of Missouri - Rolla  

Dear Mr. Williams:

I have your letter of October 26 about the two categories of certificates approved at the October 19 meeting of the Academic Council.

The granting of these certificates would be in the nature of granting of academic degrees for the successful completion of specified curriculum.

Since the Board of Curators must approve any new degrees, in my opinion these proposed certificates should be submitted through the Chancellor for approval by the Board before any such certificates are awarded.

Very truly yours,

JACKSON A. WRIGHT  
General Counsel

JAW:he
November 20, 1972

Dr. Merl Baker, Chancellor
Parker Hall

Dear Merl:

At the Nov. 16, 1972 meeting of the Academic Council the following two resolutions were unanimously approved by the members present and voting.

RESOLUTION I

WHEREAS, The mission of the University of Missouri at each of its campi, includes the instruction of students in the cultural heritage of our society as well as service as a cultural center for the local citizenry, and,

WHEREAS, UMR presently lacks facilities dedicated to these purposes, RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to appoint immediately a special committee of appropriate faculty, student and administrative representatives having at least the following charge:

(1) To collect data and information on the basic requirements and typical costs for an instructional Cultural Arts Facility for UMR and to present its findings to the Academic Council at its meeting on February 15, 1973.

(2) To examine the status and the nature of any specific restrictions on funds presently pledged to Phase II of the University Center expansion and the availability of such funds for a proposed Cultural Arts Facility.

(3) To explore and report to the Academic Council on the availability of private foundation and federal funds that may be available for such a facility.

RESOLUTION II

WHEREAS, The University of Missouri system has the real or imaginary reputation of being disinclined to provide state funds for facilities serving cultural entertainment as well as instructional purposes; RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to enter into discussions with the University-Wide Administration concerning the availability of state funds for an instructional Cultural Arts Facility for the UMR campus and to report the results of these discussions to the Academic Council at its January 18, 1973 meeting.
As Chairman of the Academic Council, I should like to personally request that the "immediately" statement be taken literally. To assist you in expediting the formation of the committee described in Resolution I, I am pleased to offer the enclosed list of faculty, students, staff, and administrators who have agreed to serve if called upon. Needless to say, there are many more names in this collection than one would expect to have appointed to the subject committee. No one's feelings will be hurt if they fail to be appointed.

Upon receipt of the report of this committee and the report of your own findings from your discussions with the university-wide administration, I would anticipate that a resolution would be adopted by the Academic Council and/or the General faculty requesting that such a facility be given the highest possible priority in the UMR capital facilities request. I would hope that the Student Council would provide a similar request via a resolution. The purpose of these latter two resolutions would be to provide you with the support you might require to plead your case for such a facility before U-Wide and the Board of Curators.

The Academic Council thanks you for your anticipated prompt response. Needless to say, I would be pleased to assist you personally in any way that I can.

Sincerely,

Otto H. Hill, Chairman
UMR Academic Council

OHH:lw

Enclosure

cc: Dr. Adrian Daane
    Dr. Dudley Thompson
    Mr. Gerald Wapplehorst
    Dr. Lance Williams
September 19, 1972

Dr. Lance Williams
Secretary, Academic Council
Humanities-Social Sciences Building
University of Missouri - Rolla
Rolla, Missouri

Dear Dr. Williams:

Thanks very much for your letter of September 7 with the information from the Academic Council. I do appreciate receiving this material and hope you will feel free to call on me anytime I can be of assistance in the Council's deliberations.

Sincerely yours,

A. G. UNKLESBAY
Vice President for Administration

AGU: bh
Dr. Otto H. Hill  
Chairman, Academic Council  
University of Missouri - Rolla  

Re: Resolution on UMR Faculty Association  

Dear Dr. Hill:  

The Resolution adopted by the UMR Academic Council on May 11, 1972, relative to the UMR Faculty Association has come to me.  

The matters referred to in the Resolution were first considered by me more than a year ago, and there has been considerable discussion and correspondence relating to them. It was made clear to me in February of 1971 that the purpose of this organization was to affiliate with the National Society of Professors, and, as stated in a letter from Charles A. Johnson, then Executive Secretary, "... we do not equivocate on the issue of collective bargaining. We favor it for all educators and it will remain one of our primary objectives for UMR and for the University."

The National Society of Professors, of course, has as its stated objective as an affiliate of the National Education Association, the accomplishment of collective bargaining representation for faculty members.

As I made clear to Dr. Johnson at that time, an organization which adopts as a primary objective the collective bargaining approach must necessarily be treated
as any other union organization, even though they may profess other objectives which would fall within the normal functions of a professional organization. I have reviewed the Resolution of the Academic Council, and I have again reviewed the Constitution of the UMR Faculty Association. I have had no indication that there is any change in the situation since March 1, 1971, and, so far as I know, one of the primary objectives of the organization is collective bargaining. So long as this is the case, I find no reason for a change in the position taken by the University.

However, if the Association as a group does not agree with the statements made to me as quoted above, and do not subscribe to the terms of the NSP, and by affirmative action of the Association so state, then reconsideration could be given to their request for use of University space.

You may feel free to share this letter with the members of the Association so they may know the position of this office.

I appreciate very much your interest in this matter.

Very truly yours,

[Signature]

C. ALICE RATCHFORD
President

cc: Chancellor Baker
Dean Thompson
March 20, 1973

To: Dean Adrian H. Daane
    Dean J. Stuart Johnson
    Dean T. J. Planje
    Mr. Gerald Wappelhorst (President, UMR Student Council)
    Mr. Michael Hardie (President, UMR Graduate Student Association)

From: Chancellor Merl Baker

RE UMR Academic Council Resolution on Composition of
     Security and Traffic Safety Committee

Dear Colleagues:

At its March 8, 1973 meeting, the UMR Academic Council passed
the following attached Resolution requesting this office to adopt
the outlined procedures in the staffing of the Security and Traffic
Safety Committee.

It is a pleasure for us to be able to accommodate the wishes
of the Council in this matter.

You are respectfully requested to supply the names of the
students and faculty chosen to serve on this committee to the
attention of this office on or before May 1, 1973.

Sincerely yours,

Merl Baker
Chancellor

MB/mlc

cc: Dr. Otto H. Hill
    Mr. Lance Williams
Memorandum To:  Dean A. M. Daane  
                Dean J. S. Johnson  
                Dean G. E. Lorey  
                Dean R. H. McFarland  
                Dean T. J. Planje  
                Mr. Paul D. Ponder  
                Mr. Robert B. Lewis  
                Mr. Joseph D. Wollard  
                Dr. William Andrews  
                Dr. Otto Hill  
                Dr. Jim C. Pogue  
                Dean Dudley Thompson, Chairman  

From: Merl Baker, Chancellor  

RE UMR Committee on Academic Plans  

Upon recommendation of Dudley Thompson, our representative on the U-Wide Committee on Academic Plans, I am asking you to serve on the UMR Committee on Academic Plans. 

This Committee will consider and advise on means by which UMR may develop its Academic Plan for the decade 1975-1985 within the constraints of "The University of Missouri: Its Future", approved by the Board of Curators, January 19, 1973. It will receive, through established channels, the inputs from the schools, review and evaluate these inputs, and prepare recommendations to this office. Recommendations are to reach this office in time for them to be considered and the final report prepared and transmitted to the President prior to the deadline set by the Board, December 15, 1973. 

Your willingness to accept responsibility for helping to formulate the UMR Academic Plan for the 1975-1985 decade is appreciated.

Merl
To: Dr. David Oakley, Chairman
    Dr. William A. Andrews
    Dean Adrian H. Daane
    Mr. John Dietzman
    Mr. Gary Fears

From: Chancellor Merl Baker

RE Membership on an Ad Hoc UMR Cultural Arts Facility Committee

At the November 16, 1972 meeting of the Academic Council, the following resolution was unanimously approved by the members present and voting.

RESOLUTION I

WHEREAS, The mission of the University of Missouri at each of its campuses, includes the instruction of students in the cultural heritage of our society as well as service as a cultural center for the local citizenry, and,

WHEREAS, UMR presently lacks facilities dedicated to these purposes, RESOLVED, That the UMR Academic Council respectfully requests the Chancellor to appoint immediately a special committee of appropriate faculty, student and administrative representatives having at least the following charge:

(1) To collect data and information on the basic requirements and typical costs for an instructional Cultural Arts Facility for UMR and to present its findings to the Academic Council at its meeting on February 15, 1973.

(2) To examine the status and the nature of any specific restrictions on funds presently pledged to Phase II of the University Center expansion and the availability of such funds for a proposed Cultural Arts Facility.
(3) To explore and report to the Academic Council on the availability of private foundation and federal funds that may be available for such a facility.

In response to this charge, I have solicited nominations from students, faculty, staff and administration for appointment to this committee, and your name was among those submitted by your colleagues. It is a pleasure for me to offer you an opportunity to serve on this committee, and I trust that you will provide it with the skill and effort that it requires to meet its charge. It is true that we are all faced with increasing demands upon our time, but this particular service may be one of the most important actions initiated by the University of Missouri - Rolla during this academic year.

The committee is authorized to expand its original charge to accommodate any information that it develops during the course of its deliberations.

I am asking Dr. David Oakley to serve as chairman of this committee. If you are unable to accept this appointment, please contact Dr. Oakley soon so that an alternate appointment may be made.

Best wishes for success in this activity.

MERL BAKER
Chancellor

MB/mlc

cc: Dr. Lance Williams
    Dr. Otto H. Hill
Dr. C. Brice Ratchford  
President  
University of Missouri  
University Hall  
Columbia, Missouri  

Re: Amendments to the UMR Faculty By-Laws  

Dear Brice:

After a year of operation under the new UMR Faculty By-Laws, the faculty have recommended changes which are basically clarifications in the By-Laws and a majority of the General Faculty have concurred in these recommended changes.

A copy of the proposed changes in the UMR Faculty By-Laws is enclosed and I recommend that these changes be approved.

Sincerely yours,

Merl Baker  
Chancellor

MB:jap  
Enclosures

cc: Dean Dudley Thompson  
Dr. Otto H. Hill  
Dr. Lance Williams
Memorandum To: 

Dr. Otto Hill

From: 

Merl Baker, Chancellor

Re: 

Academic Council Recommendations

June 6, 1972

Dear Otto,

All formal recommendations from the Academic Council that require administrative deliberation or administrative implementation should be directed through the Dean of Faculties office. For those actions that can be taken on campus, the Dean of Faculties is delegated the authority to move on the actions recommended.

For those actions which require deliberation or implementation at U-wide or at the Board level, the Dean of Faculties will pass these on to me with his recommendations with a copy to you in order to be sure that things move ahead.

I believe it would be well for Dudley and you to visit with me approximately every 6 weeks to explore the progress or problems.

MB/jb

cc: Dean Thompson
Memorandum To: Dudley Thompson, Dean of Faculties

From: Merl Baker, Chancellor

RE Interface with Academic Council

Dudley, you are to serve as the interface between the UMR administration and the Academic Council. I would like for you to keep me informed of those matters which should come to my attention. On the other hand, I would like for you to assist the Council Officers in matters of University policy, communications, and means of expediting their official duties. The Council has had a successful first year and the coming one should be even better.

Thank you

Merl Baker
Chancellor

cc: Dr. Otto Hill
Dr. James Tracey
Dr. Lance Williams
Dean H. Q Fuller
Dean J. S. Johnson
Dean R. H. McFarland
Dean T. J. Planje
TO: Dr. Dudley Thompson, Dean of the Faculties

FROM: Dr. Otto H. Hill, Chairman (ret.)
UMR Academic Council

RE: Publication of Personnel Committee Report on Evaluation of Review of UMR Administrative Offices

On behalf of the UMR Academic Council, I respectfully request that the UMR administration provide the following services pertaining to the publication and distribution of the noted reports:

1) The Personnel Committee Summary Report. This should be printed front and back via direct copy or other cheapest route in an approximately 500 copy volume and circulated to the faculty and staff.

2) The Individual Review Committee Summary Reports. A title page should be constructed for this collection which describes the office reviewed and the committee responsible for the review report. I would recommend printing or Xeroxing seven (7) copies of this material to be distributed as noted subsequently.

3) The Collected Responses of the Duties, Responsibilities and Authority of the Administrative Offices. A title page should be constructed for this collection. I would recommend printing or Xeroxing seven (7) copies of this material to be distributed as noted below.

DISTRIBUTION

(a) Compile two volumes consisting of (1), (2) and (3) above and bind these and place in the Library. One for checking out and one on permanent reserve.

(b) One loose-leaf copy of items (1), (2), and (3) together with Dr. Baker's original letter of request to be forwarded to Dr. Ratchford's office.

(c) One loose-leaf copy of (1), (2) and (3) to be kept on file in faculty office as a source of Xerox copy master segments of report that might be required at later times.

(d) One loose-leaf copy of (1), (2) and (3) to be furnished to the Chancellor's office.
(e) One loose-leaf copy of (1), (2), and (3) to be furnished to the Personnel Committee.

(f) One copy of (1) and the section from (2) and (3) pertaining to each of the individual offices should be furnished to the principal administrative officer of the office for their personal use and information.

Thank you for your services.

kas

cc:
Dr. Neart
Dr. Tracey
Dr. Foster
Dr. Patrick

5/10/73
MEMO TO: Regular and alternate members of the UNE Tenure Committee 1973-74

FROM: Otto H. Thill, Chairman, Academic Council

RE: Organization of Committee

According to the information received from the Chairman of the UNE departments whose faculty are eligible for tenure, the following faculty have been selected by their department colleagues to serve for the coming academic year:

In order to select the new Academic Council officers in the production of the 1973-74 handbook of the faculty, I am asking Dr. Siehr to call a meeting of the new committee before the end of this spring semester for organizational purposes. The name of the new chairman, vice-chairman, secretary, or whatever official structure you select should be forwarded to the attention of the Chairman of the Academic Council, Room 209, Physics Building, or before May 15, 1973.

Thank you for your assistance.

[Signature]

CC: Dr. Patrick
    Dr. Dahm
<table>
<thead>
<tr>
<th>Department</th>
<th>Member</th>
<th>Alternate</th>
</tr>
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<tbody>
<tr>
<td>Cer. Eng.</td>
<td>Moore, Robert E.</td>
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<td>Carroll, W. R.</td>
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<td>Rigler, A. K.</td>
<td>Gillett, Billy E.</td>
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<td>Carson, Ralph S.</td>
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<td>Garner, Melvin L.</td>
<td>Eckles, Robert W.</td>
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<tr>
<td>Geol. &amp; Geophysics</td>
<td>Spreng, Alfred C.</td>
<td>Proctor, Paul Dean</td>
</tr>
<tr>
<td>Humanities</td>
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<td>Met. &amp; Nuc. Eng.</td>
<td>Kisslinger, Fred</td>
<td>Leighly, Phil</td>
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<td>VanNostrand, Burr</td>
<td>Finley, Chas. B.</td>
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<td>Fuller, Harold Q</td>
<td>Anderson, Richard A.</td>
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<td>Social Sci.</td>
<td>Hentzel, David</td>
<td>Cain, Marvin</td>
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</table>
TO:  JIM TRACEY
MIKE PATRICK
DAN BASCOCK
JOHN DAVIM
BILL ANDREWS

from: OTTO HILL
RE: ATTACHED

I can't make it to this thing because of B & C on 27th. Would any of you care to go? A trip from Rolla might be good to have. You guys are the World's Authority on how to run an effective faculty council.
March 6, 1973

Chairman
Faculty Governing Organization
University of Missouri
Rolla, Missouri 65401

Dear Mr. Chairman:

Representatives and representatives-elect of your faculty governing organization (Faculty Council, Senate or other named body) are cordially invited to attend a second meeting of such individuals at Northwest Missouri State University on the 22nd and 23rd of March of this year. We would like to have at least one representative from your organization and would be most happy to have others from the group attend as well. You are not limited to any particular number.

The first such meeting was held in early April of 1972 at Southeast Missouri State University and was attended by representatives of five colleges and universities. The sharing and airing of ideas and problems was sufficiently valuable that the group decided to hold another such meeting this year for further discussion and investigation of mutual interests. At the group's suggestion representatives from the University of Missouri four campuses are being invited to join us for this year's meeting.

A general theme for this conference will be "What governing vehicles or structures will best meet faculty needs in higher education?" Along this line we may discuss the ability of Faculty Senate constitutions and systems to meet month to month individual and joint faculty problems. Particular operational areas where Faculty Senates may find difficulties are the following: improving relationships between faculty and administration, tenure standards, faculty fringe benefits, and other equally apparent faculty interests.

Since this conference is informal in nature and both its format and its subject matter freely open to change, we solicit any and all suggestions as to your wishes concerning subject matter to be discussed. In addition we need your willingness to serve as a panel member or as speaker for the purpose of getting discussion meetings off to a good start. Please volunteer in any capacity you wish and please add any ideas to the above list concerning subjects for consideration. Include them in a note to me with your registration form, and I shall make every effort to see that your ideas and willingness to participate are put to use. Incidentally, all of you may find it helpful to bring copies of your own constitution for consideration by the rest of us.
Attached is a suggested time schedule for the conference plus information concerning costs involved.

In order to plan effectively, I would very much appreciate hearing as promptly as possible from those of you who plan to attend. While we should be able to handle late registrations for a few individuals, may I request that you return the registration form attached to this letter to me by not later than March 16th?

We look forward to having you as guests on our campus and sincerely hope a goodly number will join us.

Sincerely,

A. Frederic Hase
Associate Professor
Northwest Missouri State University
Maryville, Missouri 64468

AFH/md
COSTS AND REGISTRATION FORM

A fee of $3.50 will be charged.

This fee will include the cost of the breakfast, the luncheon, and a small charge to defray the costs of mailing and supplies.

Registered conferrees will be the guests of Northwest Missouri State University for the banquet Thursday evening.

For those who would like to stay in a campus dormitory room, an additional charge of $2.00 per person for Thursday night will be made to cover linens and the use of the facilities. The beds are twin size. One or two persons, as desired, per room.

A check covering your registration fee (and room cost, if desired) should be enclosed with your registration form.

(Please detach and return)

SECOND ANNUAL CONFERENCE
FACULTY GOVERNING ORGANIZATIONS
MISSOURI STATE COLLEGES AND UNIVERSITIES

Location - Northwest Missouri State University, Maryville, Missouri 64458

Date: - March 22nd and 23rd, 1973

A. F. Handke
Northwest Missouri State University
Maryville, Missouri 64458

I will be in attendance at the Conference. Enclosed is my check for $______ to cover the following costs:

Registration Fee .................$ 3.50

Dorm Room. ($2.00 if desired)._____

Total ...................$______

Signed ____________________________________________________________

Name printed ______________________________________________________

College or University _____________________________________________

Address _____________________________ (city) (state) (zip)
SECOND ANNUAL CONFERENCE
FACULTY GOVERNING ORGANIZATIONS
MISSOURI STATE COLLEGES AND UNIVERSITIES

Date, Times, Places

March 22nd, 1973 (Thursday)

Registration........1:30 PM, J. W. Jones Union Building

  Report to the University Information Center in the
  Union Building for directions to the Conference
  Registration desk.
  Those of you planning to use one of our dormitory
  rooms should have time in this period to get settled
  in your room and still be on time for the 2:30 PM session.

First Session.......2:30 PM, J. W. Jones Union Building, Room ______

  This session will be for (1) announcements of the
  details needed to orient you to the conference -
  room locations, schedule changes, etc. and (2)
  determination of particular interests you may have
  in order to complete plans for the Friday morning
  meetings.

Coffee break........3:30 PM

Second Session.......3:50 PM to 4:50 PM, Room ______

  A general subject of interest will be used here.

Banquet.............6:00 PM, J. W. Jones Union Building, Room ______

March 23rd, 1973, (Friday)

Breakfast...........7:30 AM, J. W. Jones Union Building, Room ______

Discussion Groups....9:00 AM, J. W. Jones Union Building

  Smaller meetings will be held where special interests
  may be discussed. Announcements of subjects and
  rooms will be made sometime Friday.

Coffee break........10:30 AM

Third Session.......10:50 AM, J. W. Jones Union Building, Room ______

  Critique of conference. Discussion of plans for future
  meetings.

Luncheon............12:15 PM, J. W. Jones Union Building, Room ______
Dr. C. Brice Ratchford, President  
University of Missouri  
University Hall  
Columbia, Missouri 65201

Dear Mr. President:

On behalf of the UMR faculty, I should like to extend our thanks for the opportunity to visit with you informally during your recent trip to Rolla. Since every Department was represented at the session, we have refrained from publishing any formal minutes describing your responses to the questions that were considered. The list was by no means all inclusive, but that is what the faculty generated.

As a result of your response to the question about ultimate faculty approval for the proposed Doctoral Faculty organization, the UMR Academic Council was asked to entertain the enclosed resolution at their meeting on March 8, 1973. After amending as noted, it was adopted unanimously by the Council. It is important for you to know that the discussions focused upon affirming the position of the faculty as the source of the authority to be delegated to the Doctoral Council or Faculty. The wisdom and appropriateness of appointing a committee such as the present ad hoc Doctoral Council to draft some proposals on this topic were never questioned.

Thanks again for including us in your visit. We will look forward to seeing you again at the Board of Curators meeting at Rolla later this month.

Regards,

Otto H. Hill, Chairman  
UMR Academic Council

Enclosure - AC Resolution

cc: Dr. Baker  
Dr. Thompson  
Dr. Patrick, Sec., UMR-AC
March 7, 1973

To: Members of the Academic Council
From: Otto J. Hill, Chair

RE: Actions Relating to University Doctoral Faculty

An ad hoc Doctoral Council has been established to design and organize the University Doctoral Faculty, as outlined in the final version of Role & Scope. At a session at UM & R on March 6, 1973, President Hatchford indicated that the proposals of the ad hoc committee would be reviewed by the APC and his offices and then implemented without being referred to the UM Graduate Faculties for their approval. This is all scheduled to occur within the next few months. Action must be taken now if the above procedure for implementation is to be modified to recover faculty authority.

RESOLUTION

WHEREAS, the ad hoc Doctoral Council, which was appointed by the President to establish criteria for membership on the University Doctoral Faculty and to implement its initial development, has circulated an initial report of its deliberations and opinions which differ substantially from what many faculty members interpreted to be the intent of the Role & Scope statements on this subject, and

WHEREAS, the authority to establish the qualifications for and the privileges of membership in any such organization resides solely with the faculty, therefore, be it

RESOLVED, that the UMR Academic Council hereby notifies the President of the University that it does not consider any proposal or policy pertaining to the establishment of a University Doctoral Faculty to be valid and binding upon the Faculty until it has been submitted to and approved by the Graduate Faculties of the University.

Academic Councils

*As amended

Dr. C. Brice Ratchford, President  
University of Missouri  
University Hall  
Columbia, Missouri 65201  

Dear Brice:

On Friday, February 23, 1973, I was asked by Dean Thompson to arrange for a group of representative faculty members to meet with you for informal discussions during your March 6 visit to UMR. I contacted the chairman of the UMR By-Laws standing committees and requested that they supply questions for your consideration in advance of our session. I am enclosing a copy of this list for your use in preparing for our meeting. We will proceed through the list in numerical order and consider as many as time permits.

I am also enclosing a copy of the invitation directed to faculty members who will participate in the meeting. In order to conserve time we will dispense with initial introductions, but the participants will be asked to introduce themselves in the course of any comments offered during the meeting.

It is my understanding at this time that we are to meet from 1:30 p.m. to 3:00 p.m. in the Meramec Room (211 University Center). Dean Thompson has promised to get you to the service in time for the invocation.

It is a pleasure for us to have this opportunity to visit with you in an informal and personal manner, and we are looking forward to your visit. Best wishes for a pleasant trip.

Regards,

Otto H. Hill, Chairman  
UMR Academic Council

Enclosures
(1) Faculty Questions  
(2) Faculty Invitation Letter

cc: Chancellor Merl Baker  
Dean Dudley Thompson  
Dr. Michael Patrick, Sect., UMR Academic Council
(1) Dr. Nagel has circulated a set of philosophical guidelines for the development of a University of Missouri doctoral faculty which reportedly represented the consensus of the Ad Hoc Doctoral Council members. Many faculty members take exception to the guidelines in this document. They understand that the present suggestions are tentative and for discussion purposes only and that faculty response is being sought through the campus Graduate School Deans. A revised document is scheduled to be submitted this spring to the U-Wide Academic Planning Council. ASSUMING EVENTUAL APPROVAL OF SOME DOCUMENT BY THE APC AND YOUR OFFICE, DO YOU PLAN TO SUBMIT THIS DOCUMENT TO THE INDIVIDUAL CAMPUS GRADUATE FACULTIES FOR THEIR EXAMINATION AND APPROVAL PRIOR TO ITS IMPLEMENTATION?

(2) Would the existence of an elite doctoral faculty have any adverse effects on the teaching and extension programs of the University?

(3) What are the University rules concerning faculty members' right to testify before the Missouri Legislature on matters directly affecting the operation of the University?

(4) The UMR Academic Council is about to complete action on a proposal for an instructional cultural arts facility which it believes necessary to make the UMR campus competitive as an educational institution. The Board of Curators has already adopted a priority list for new facilities which could only be expected to come on stream over the next decade or two. How would one go about initiating a reconsideration of this priority list to accommodate what may have been an earlier facility oversight?

(5) What is the University's posture toward faculty who are currently untenured? Recent budget constraints have led to some zero raises and some terminal appointments. Will this continue or will it be possible for others to gain tenure in the near future? In view of UMR's declining enrollment do you anticipate being forced to freeze the number of authorized tenured positions locally in order to satisfy any U-Wide student/faculty ratio policy or guideline?

(6) There are reports circulating from the Missouri Commission on Higher Education that the concept of an "open-university" is under consideration in this state. The concept involves external degree programs; centers scattered throughout the state where these external degree students might come to take tests, meet with advisors, pick up course materials, etc.; credit for work experience and other non-traditional educational concepts. Furthermore in states like New York, external degrees are already a reality and in Illinois serious consideration is being given to an open university-without-walls. In view of the possibility that something like the "open university" might evolve in this state, would you care to comment on the University of Missouri's stance toward it and the possible role it might play in the "open university"? Is this question under active consideration by any faculty or administrative segment of the University?
(7) While the efforts of the most recent Role and Scope statement to clarify the meaning of shall and may are appreciated, there is still a serious concern as to how binding these categories are on the development of individual campus plans. Are shall and may to be adhered to rigidly in that regard?

(8) There seems to be general agreement that E & E funds need to be at least twice what they are now. Can new funds be requested from the legislature or is this a matter of U-Wide and/or UMR allocation?

(9) Departments have the problem of going rather late into the fall of each year, October or November, prior to being informed what their working budgets are for that year. Can something be done to get this information to departments at least prior to the start of each year? At what point in time are U-Wide allocations to each campus firmed up and authorized?

(10) What in your opinion is the general feeling of our legislators relative to salaries of University personnel?

(11) What in your opinion is the feeling of our legislators about the work load of university personnel? Are there any serious legislative pressures for the enactment of laws specifying minimum contact hours or course loads for university faculty?

(12) What limitations does the University place upon individual faculty members publicly debating issues directly affecting the operation of the University?

(13) How will salary raises be handled this year? Has a time-table been set up yet for determining them?

(14) What limitations are there on faculty affiliates of national professional organizations using University facilities?

(15) What is a best guess as to the legislature's posture toward the University's budget during the next four years?

(16) Wouldn't the University simplify its procedures in several ways by shifting its budget calendar to coincide with the fiscal year?
February 28, 1973

TO: Dr. Charles Johnson
Dr. Karl Muhlbauer
Dr. Virgil Flanigan
Dr. Ed Bertnolli
Dr. James Tracey
Dr. Michael Patrick
Dr. Harry Weart
Dr. Robert Oakes
Dr. John Dahm
Dr. Robert Medrow
Dr. Richard Rechtien
Dr. Tom Noack

Prof. Rodney Schaefer
Dr. Efton Park
Prof. Charles Remington
Dr. Donald Siehr
Dr. Glen Haddock
Dr. Daniel Babcock
Dr. Ronald Rollins
Dr. William Andrews
Dr. Thomas O'Keefe
Dr. Jacques Zakin
Prof. Ralph Schowalter

FROM: Dr. Otto H. Hill, Chairman, Academic Council

RE: MEETING WITH DR. C. BRICE RATCHFORD,
PRESIDENT OF THE UNIVERSITY OF MISSOURI

As most of you are aware from our telephone conversations, Chancellor Baker has requested that a group of faculty representatives be assembled to meet with President Ratchford during his visit to UMR on March 6, 1973 to discuss items and issues of concern to the faculty. You have been invited to participate because of your service as chairman of one of the UMR BY-LAWS Standing Committees or as a member of the Academic Council Executive Committee.

The meeting is scheduled for 1:30 - 3:00 P.M. in the Meramic Room (Room 211) of the University Center.

In order to maximize the opportunity for information transmittal, an informal agenda has been prepared which consists of a list of questions constructed from your responses to our earlier invitation. These questions were forwarded to President Ratchford prior to our scheduled meeting, and it is the intention of the chair to proceed through this enclosed list in numerical order.

If, after an examination of the enclosure, you should conceive of additional questions, you are invited to provide the chairman with a copy of these as soon as possible prior to the scheduled meeting, and an amended agenda will be arranged for consideration as time permits.

Thank you for your prompt and considerate response to this suddenly defined opportunity to interact with the President. The invitation to arrange this assembly was received on February 23, 1973.

dm

Enclosure
February 27, 1973

TO : MEMBERS OF THE UMR AD HOC CULTURAL ARTS FACILITY COMMITTEE
     Dr. David Oakley, chairman
     Dr. Bruce Green
     Dean Adrian Daane
     Mr. John Dietzman
     Mr. Gary Fears

FROM: OTTO H. HILL, CHMN. ACADEMIC COUNCIL

RE : Commendation for Services Rendered

At its February 15, 1973 meeting, the Academic Council unanimously passed the following resolution:

RESOLVED, on behalf of the UMR faculty, the Academic Council expresses its thanks to the members of the Ad Hoc Cultural Arts Facility Committee for its prompt and detailed response to the charge from the Academic Council.

The prompt and intelligent response which you provided is an important contribution to the development of the faculty's self-confidence in its ability to govern itself and to initiate intelligent policy recommendations for the operation of the campus. The extra personal time and effort which your response to this charge required is understood and appreciated by the members of the Academic Council as well as a majority of the faculty, staff, and students of UMR.

Final Academic Council action on your Report will be taken at the March 8, 1973 meeting, starting at 1:30 p.m. in G-5 of Humanities and Social Science Bldg. You are cordially invited to attend this session and observe the proceedings on this issue.

Thank you again for your considerable service. We trust that the action you have initiated will receive equally prompt attention from the university administration.

OHH:ln

cct Dr. Baker
   Dr. Michael Patrick, Sec., Acad. Council
feb. 19, 1973

Dr. T. R. Fanceett, Chmn.

Dear Tom,

I am in receipt of your memo of Feb. 15, 1973 to Dean Johnson describing possible inconsistencies in UMR Policy Memo No. 16 which is concerned with qualifications for professorial academic ranks.

I assume that the copy to the chairman of the Academic Council was for information only and that you did not expect us to initiate any action on this matter. The administration is responsible for the internal consistencies of these policy memos. If you or any faculty or administrative officers wish to modify a UMR Administrative policy statement and wish to record or obtain the Academic Council’s opinion of such a proposed modification, it would be appropriate to submit it for consideration.

If you had anticipated any further action on our part, please contact us at your convenience.

Regards,

Otto B. Hill, Chmn.
UMR Academic Council

cc. Dr. Thompson,
Dr. Baker,
Dr. Michael Patrick, Sec
UMR Acad. Council
January 16, 1973

TO: Mr. Gerald Wappelhorst, President, UMR Student Council

FROM: Otto H. Hill, Chairman, Academic Council

RE: Student Representation on the Academic Council and UMR Standing Committees

At the end of the second full week of classes in the Fall of 1972, the UMR undergraduate head count was 3,007 students. According to this figure the undergraduate student body will be authorized under the UMR BY-LAWS to have four student representatives serve on the Academic Council during the 1973-75 academic period. You are respectfully requested to follow the BY-LAWS procedures to select these four representatives for the 1973-74 academic year. Please forward their names, local addresses, telephone numbers and planned graduation or termination dates to me on or before April 1, 1973. These new members will take office at the May 3, 1973 Academic Council meeting.

Along with the notification of the names of the new student representatives, we would also appreciate having one of them nominated to serve as the Academic Council student representative on 4.522 Student Affairs Committee. We are asking for one nomination each from the undergraduate and graduate student representatives. The election will be held at the May 3, 1973 meeting.

In addition, the Student Council is authorized to select student representatives by any method of its choice to serve on certain UMR faculty Standing Committees. The committees and the number of representatives authorized are detailed below.

4.513 ASSEMBLIES, PROGRAMS & PUBLIC OCCASIONS: 
"... and three students selected by the Student Council..."

4.515 COMPUTER CENTER COMMITTEE: 
"... one student selected by the Student Council...

4.517 FACILITIES PLANNING COMMITTEE: 
"... two students selected by the Student Council..."
Mr. Gerald Wappelhorst
January 16, 1973
Page 2

4.518 LIBRARY COMMITTEE: "... one undergraduate student to be selected by the Student Council for a one year term..."

4.521 RULES PROCEDURES AND AGENDA COMMITTEE: "... one student selected by the Student Council..."

4.522 STUDENT AFFAIRS COMMITTEE: "... five students selected by the Student Council..."

4.523 STUDENT AWARDS AND FINANCIAL AIDS: "... two students selected by the Student Council..."

4.524 STUDENT SCHOLASTIC PERFORMANCE: "... two student members selected by the Student Council..."

We respectfully request that you forward a list of these representatives selected to serve for the 1973-74 academic year to the attention of the Chairman of the Academic Council, Physics Building, Room 209, on or before April 1, 1973. We shall attempt to organize the Standing Committees for next year prior to the end of this Spring semester. Please indicate the local or school address and telephone number for the students selected, and please indicate their expected graduation or termination dates at UMR.

In addition, there are a number of formal Administrative Standing Committees appointed by the Chancellor as well as Ad Hoc Committees having student representation. It would be in the interest of the Student Council to check with Dr. Baker's office about the desirability of offering a list of nominees for student representation on these committees. As we have discussed in the past, I would suggest forwarding a list of two dozen or more students who might wish to participate in such activities. A good source of information on student participation on UMR committees is the UMR Faculty Handbook, which you should have available in your office.

If we can assist you in any way in expediting this matter, please feel free to contact us about it. Your prompt attention to this matter would be greatly appreciated.

Sincerely yours,

Otto H. Hill

cc: Dr. Merl Baker, Chancellor
Dr. John J. Dahm, Chairman, R, P & A
Dr. Lance Williams, Secretary, Academic Council
January 16, 1973

TO: Mr. Michael Hardie, President
    UMR Graduate Student Association

FROM: Otto H. Hill, Chairman
    UMR Academic Council

RE: Graduate Student Representatives on the UMR Academic Council
    and UMR Standing Committees

According to the Registrar's records, the total head count of
graduate students at the end of the second week of the Fall, 1972
semester was 1096, including those enrolled at the St. Louis
Graduate Engineering Center. On the basis of this number, the
UMR BY-LAWS authorize two graduate students to serve on the UMR
Academic Council during the 1973-75 academic period. You are
respectfully requested to follow the UMR BY-LAWS to select these
two representatives for the 1973-74 academic year. Please forward
their names, local addresses and telephone numbers and planned
graduation or termination dates to me on or before April 1, 1973.
These new members will take office at the May 3, 1973 Academic
Council meeting.

Along with notification of the names of the new student repre­
sentatives, we would appreciate having one of them nominated to
serve as the Academic Council student representative on the 4.522
Student Affairs Committee. We are asking for one nomination each
from the undergraduate and graduate student representatives.
Election will be held at the May 3, 1973 Academic Council meeting.

In addition, the Graduate Student Association is authorized to
select student representatives by any method of its choice to serve
on certain UMR Faculty Standing Committees. The committees and
the number of representatives authorized are detailed below.

    4.515 COMPUTER CENTER COMMITTEE: "... one graduate
student selected by the Executive Council of the Association
of Graduate Students."

    4.517 FACILITIES PLANNING COMMITTEE: "... and one
graduate student selected by the Executive Council of the
Association of Graduate Students..."
We respectfully request that you forward a list of these representatives selected for the 1973-74 academic year to the attention of the Chairman of the Academic Council, Physics Building, Room 209, on or before April 1, 1973. We shall attempt to organize the Standing Committees for next year prior to the end of this Spring semester. Please indicate the local or school address and telephone numbers for the students selected, and please indicate their expected graduation or termination dates at UMR.

In addition, there are a number of formal Administrative Standing Committees appointed by the Chancellor as well as Ad Hoc committees having student representation. It would be in the interest of your association to check with Dr. Baker's office about providing a list of nominees for student representation on these committees. I am certain the Chancellor would be pleased to have you offer the names of a couple of dozen students who might wish to serve in such capacities. The faculty Handbook is a good source of information on all campus-wide committees and the student participation on these.

If we can assist you in any way, please contact us. Your prompt attention will be appreciated.

Sincerely,

Otto H. Hill

cc: Dr. Merl Baker, Chancellor
Dr. John J. Dahm, Chairman, R, P & A
Dr. Lance Williams, Secretary, Academic Council
January 16, 1973

TO: Dr. Adrian Daane, Dean of Arts and Sciences  
   Dr. Stuart Johnson, Dean of Engineering  
   Dr. Ted Planje, Dean of Mines and Metallurgy

FROM: Otto H. Hill, Chairman, Academic Council

RE: Procedures for Election of Faculty members to  
    UMR Committees

In order to arrange for the election of faculty members to the  
UMR Committees defined under the BY-LAWS, the Academic Council has  
approved a set of procedures which require the following actions  
from your office.

On or before April 1, 1973, you are respectfully requested to  
submit the following number of elected nominees and/or elected  
representatives from each school for service on the listed committees.  
Please forward these results to the Chairman of the Academic Council,  
Room 209, Physics Building.

4.511 ACADEMIC FREEDOM COMMITTEE

One faculty member elected by each school to serve on this  
committee. Two additional nominees elected from each school. These  
six nominees will be placed on a ballot for presentation to the  
General Faculty, who will select four to serve on this committee.

4.512 ADMISSIONS AND ACADEMIC STANDARDS

One faculty member elected by each school to serve on this  
committee. No further action required.

4.513 PUBLIC OCCASIONS

Two nominees elected from each school. These six nominees will  
be placed on a ballot for presentation to the General Faculty, who  
will select three to serve on this committee. Under our revised  
BY-LAWS, the following present members will serve an additional year  
to initiate the new staggered term requirement: Gabe Skitek (Elec.  
Eng.), Bob Wolf (Met. Eng.), and Virgil Flanigan (Mech. Eng.)
4.518 LIBRARY COMMITTEE

One faculty member shall be elected by each school to serve on this committee. Carry-over members are Michael Patrick (A & S), Ta-Shen Chen (Engr.), David Summers (M & M). No further action required.

4.520 PUBLICATIONS

Two nominees elected from each school. These six nominees will be placed on a ballot for presentation to the General Faculty, who will elect three to serve. Carry-over members are John Morgan (E.E.), Robert Sawyer (Soc. Sci.), and James Wise (Hum.).

4.532 HONORARY DEGREES

One faculty member elected from each school. No further action required.

The BY-LAWS are extremely difficult to administer as far as the staffing of the committees are concerned. The procedure outlined above will allow a single ballot by the General Faculty to fill all the necessary positions. The requests are also consistent with the recent revisions in the BY-LAWS which are expected to be approved by the Board of Curators on/before their February meeting.

A formal set of procedures for satisfying this staffing requirement is scheduled to go before the Academic Council at either the January or February meeting. A copy of the proposal to be discussed is enclosed for your information and utilization.

If I can be of any service to you in these matters, please contact me at your convenience. I shall look forward to your response.

Sincerely,

Otto H. Hill

Enclosure: Resolution

cc: Dr. John Dahm, Chairman
    Rules, Procedures and Agenda

Dr. Lance Williams, Secretary
    Academic Council
January 16, 1973

TO: Chancellor Merl Baker

FROM: Otto H. Hill, Chairman, Academic Council

RE: Staffing of UMR Committees for the 1973-74 Academic Year

In order to arrange for the staffing and organization of the UMR BY-LAWS Committees for the 1973-74 academic year, the Academic Council will require the following assistance from your office.

On/before April 1, 1973, you are respectfully requested to forward the names of your appointees on the following committees to the attention of the Chairman of the Academic Council.

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<thead>
<tr>
<th>COMMITTEE</th>
<th>NUMBER OF APPOINTEES</th>
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<tr>
<td>4.512 ADMISSIONS AND ACADEMIC STANDARDS</td>
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<td>4.513 PUBLIC OCCASIONS</td>
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<td>4.514 BUDGETARY AFFAIRS</td>
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<td>4.516 CURRICULA</td>
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<td>4.520 PUBLICATIONS</td>
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<td>4.522 STUDENT AFFAIRS</td>
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<td>4.523 STUDENT AWARDS AND AIDS</td>
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<td>4.531 ATHLETICS</td>
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<tr>
<td>4.533 SECURITY AND TRAFFIC SAFETY</td>
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<td>4.534 STUDENT CONDUCT</td>
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<td>4.536 TUITION AND RESIDENCE</td>
<td>[3 \text{ FACULTY}, 3 \text{ ADMINISTRATORS}]</td>
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In addition to these BY-LAWS Standing Committees, you are respectfully requested to furnish a list of your appointees to each of the Special Committees (4.602 through 4.613), which you have authorized. These should be forwarded to the Secretary of the General Faculty on/before July 1, 1973 for publication and distribution to the General Faculty. An information copy should also be
forwarded to the Chairman of the Rules, Procedures and Agenda Committee.

Your cooperation in this matter will be greatly appreciated. If I can assist you in clarifying these requirements in any way, please contact me.

Sincerely,

Otto H. Hill

cc: Dr. John J. Dahm, Chairman
Rules, Procedures and Agenda

Dr. Lance Williams, Secretary
Academic Council
January 16, 1973

TO: Dr. Don Siehr, Chairman, UMR Tenure Committee

FROM: Otto H. Hill, Chairman, Academic Council

RE: Actions Required by the Tenure Committee

You are respectfully requested to provide the following services.

(1) Hold a meeting of the present Tenure Committee and select three of your members as nominees for membership on the University-Wide Tenure Committee. Forward these names to the Chairman of the Academic Council, Physics Building, Room 209, on or before April 1, 1973. These nominees will be placed upon the ballot for the May 1, 1973 General Faculty meeting. The faculty will be instructed to vote for two of the nominees and the one receiving the largest number of votes will be elected as the regular member for a two year term and the one receiving the second largest number of votes will serve as the alternate member during that period.

(2) On or before April 15, 1973, you will be furnished with a list of the UMR Tenure Committee members elected for the next academic year. You will be requested to call a meeting of the new committee and serve as Chairman pro tem to assist it in its formal organization for the coming year.

Thank you for your service.

Regards,

Otto H. Hill

cc: Dr. John J. Dahm, Chairman
    Rules, Procedures and Agenda

    Dr. Lance Williams, Secretary
    Academic Council
January 16, 1973

TO: Dean Robert McFarland

FROM: Otto H. Hill, Chairman, Academic Council

RE: Organization of 4.614 Research Policy Committee for the 1973-74 Academic Year

On or before June 1, 1973, you are respectfully requested to furnish the Secretary of the General Faculty and the Chairman of the Rules, Procedures and Agenda Committee with a statement of the membership and organization of the Research Policy Committee for the 1973-74 academic year. Please note that the latter office may have changed hands at the terminal date noted, so we suggest that you advise your secretary to check on the current officer at the time of mailing.

Thank you for this service.

Sincerely,

Otto H. Hill

cc: Dr. John J. Dahm, Chairman
    Rules, Procedures and Agenda

    Dr. Lance Williams, Secretary
    Academic Council
November 27, 1972

Dr. A. G. Unklesbay  
Vice-President for Administration  
University Hall  
University of Missouri-Columbia  
Columbia, Missouri

Dear Unk:

In an Oct. 19, 1972 letter to President Ratchford, a copy of which is enclosed for your information, Chancellor Baker requested Board of Curators approval of some changes in the UMR faculty By-Laws, which had been approved earlier by the UMR faculty.

Since a number of these proposed changes will affect our procedures for the selection of faculty to serve on our Standing Committees, it is important for the Academic Council to have information on the date at which Board approval may be anticipated. Could we impose upon you for information concerning the date at which this item will be considered by a regular meeting of the Board? If the Board committee, which will screen this business prior to its submission to the entire Board, should require some additional information or clarification of the proposed changes, I would be pleased to assist them in any way that I can.

Thank you for your considerate service in this matter. I shall look forward to your response.

Sincerely,

Otto H. Hill, Chairman  
UMR Academic Council

OHH:lw

Enclosure

cc: Chancellor Baker  
Dean McFarland  
Dean Thompson  
Dr. John Dahn  
Dr. Lance Williams
Some Students, Faculty, Staff and Administrators with an acknowledged interest in the cultural arts.

Students
Gary Fears, Pres. UMR Theatre Guild. P.O. Box 667, Rolla, Mo. 364-4841.
Michael Johnson, Physics Dept., Box 211A, R.R. 3, Rolla, Mo. 341-4781.
Richard D. Kessler, Sigma Nu Frat., 364-9823.

Faculty
*David Oakley (A & S), 104 Old Caveteria, 4185
Don Sparlin (A & S), Physics Bldg., 4788
Don Siehr (A & S), Life Science Temp, 4831
Bill Andrews (Engr), Civil Eng. Bldg., 4465
Gary Patterson (Engr), M4 Chem Eng., 4420
John Rockaway (M & M), 105 Mining Bldg., 4755
H. P. Leighly (M & M), Fulton Hall, 4711
David Summers (M & M), 101A Buehler Bldg., 4365

*Suggested Chairman

Staff
Sally White, Public Info T-23, 4259
Martha Gerig, Counselling Ctr., 105 Rolla Bldg., 4211
John Dietzman, Purchasing, Gen. Services, 4266

Administration
William James (Dir., MRC), Materials Res. Ctr., 4352
Adrian Daane (Dean, A & S), Parker Hall, 4127
G. Edwin Lorey (Dean, Ext.), 103 T-5, 4134
Laird Scheerer (Chmn. Physics), Physics Bldg., 4781
Sept. 23, 1972

TO: DEAN THOMPSON
FROM: DR. OTTO H. HILC, CHMN., ACAD. COUNCIL
RE: DISTRIBUTION OF UMR POLICY MEMOS

This is to remind you of our earlier discussions in June and July of 1972 concerning faculty interest in being placed in receipt of a current copy of the quoted policy memos. It was my understanding that the administrative offices were to review, modify and update the present collection and to circulate the final forms to the faculty on or before Oct. 1, 1972, together with instructions and info on how you planned to keep them current.

Faculty interest in this item is sufficiently strong that a Resolution addressing itself to this circulation is scheduled for the Oct. 19, ’72 meeting of the AC if there has not been a response from the administration by that time.

Please advise me of the status of this activity as soon as possible so that it may be considered along with the agenda for the Oct. meeting.

Regards,

[Signature]
MEMORANDUM TO: Dr. Otto Hill
FROM: Steve Douglas
SUBJECT: One and Two Year Certificates

Otto, there is an apparent interest in the development of a One Year and a Two Year Certificate Program for our campus. This, of course, needs the guidance and support of the faculty if it is to be of academic value and used.

You are of course aware of the discussion by the Deans relative to this concept and idea. Would you please take this request to the Academic Council for their input, information, and hopefully, their endorsement.

The objective of the Certificate Programs would be:

1. To provide college level training and education.
2. To provide recorded accomplishments in small steps.
3. This would hopefully lead students to the Degree Program.

General Bradley has indicated to Chancellor Baker that the Army requires a certificate for some of its positions and/or promotions. We are, at present, offering courses at Fort Leonard Wood. The Certificate Program would be an incentive for the service man and entice him to attend UMR upon discharge from service.

It would seem feasible to prepare an attractive brochure outlining some suggested programs from the various departments or schools for each of the certificates. These programs could, in general, coincide with courses needed for the first two years of college or similar two year programs offered by Community Colleges.

Dean Thompson has suggested that Bob Lewis and I follow through with you on this particular matter and if you or the committee would like further information, we would be very happy to discuss this with you.

I am attaching copy of Board Policy concerning certificates, and copies of certificates recommended by Dean Thompson and School Deans.

Steve Douglas

SAD: pf

cc: Dr. Dahm
Mr. Lewis
Dean Lorey
Dean Thompson
12.0202 University diploma.

.01 One form. (Bd. Min. 1-19-68, p. 776). There shall be only one form of diploma used for the University of Missouri on all campuses, with the form to indicate in the date line the campus where the degree is conferred.

.02 Candidates approved. (Bd. Min. 1-13-50, p. 5097).

.0201 Names of candidates for diplomas and any and all certificates shall be presented to and approved by the faculty of the division offering the instruction. In the case of Fire Training and any other instruction program off the campus not offered under some resident faculty, names of candidates are to be submitted to and approved by the Administrative Committee on Adult Education and Extension Service.

.0202 Names of candidates recommended by Faculties or by the Committee on Adult Education and Extension Service are to be presented to the Board for approval.

.0203 Certificates and diplomas are to be prepared and engrossed by the Office of the Director of Admissions and presented to the Secretary of the University for signature, after the other proper officials, if any, have signed.

.0204 Certificates and diplomas shall be distributed by the Director of Admissions who shall make and keep an official record of the instruction given and the certificate or diploma awarded therefor.

.03 Certificates. (Bd. Min. 2-12-66, p. 31,295).

.0301 Certificates and diplomas awarded on the basis of academic credit granted shall be prepared, issued and distributed by the Director of Admissions or Registrar of each campus, who shall make and keep an official record of the instruction given and certificate or diploma awarded. The term "certificate" as used herein refers to documents attesting completion of non-degree programs, and the term "diploma" as used herein refers to documents issued to substantiate conferral of degrees.

.0302 Certificates may also be awarded on the basis of participation in or satisfactory completion of Extension Division Educational conferences, short courses, or non-credit courses of sixteen (16) or more clock hours in length, which certificates shall be issued by the Chancellor upon the recommendation of the Dean or Director of Extension on each campus, who shall be responsible for forwarding to the Director of Admissions or Registrar a roster of certificate recipients with the date and title of the activity and description of instruction. The Director of Admissions or Registrar shall keep this information as a part of the permanent records.

.0303 The certificates referred to in Paragraph 0302 hereof shall be uniform throughout the system and follow the format approved for diplomas and shall be signed by University officials authorized by the Chancellor.

.0304 A fee may be charged for issuing a transcript or duplicate certificate.

.04 Duplicates, Kansas City. (Bd. Min. 12-7-63, p. 24,072). Holders of diplomas from the University of Kansas City may, when a replacement is needed, be issued a duplicate diploma of the University of Missouri at Kansas City with the notation "replacement for diploma of year 19 " written on the diploma, and that an appropriate fee be charged to cover the cost of the replacement.
The Curators of the University of Missouri

Hereby Certify That

has completed 2 YEARS ACADEMIC STUDY
approved
at the University of Missouri - Rolla

and is presented this

Certificate of Completion

In Witness Whereof this certificate is awarded
at Rolla, Missouri, DATE

[Signature]
President of the University

[Signature]
Chancellor, University of Missouri - Rolla

[Signature]
Local Director of Institute
Mr. Jackson A. Wright
General Counsel
227 University Hall
University of Missouri-Columbia
Columbia, Missouri 65201

Dear Mr. Wright:

At the October 19 meeting of the Academic Council, approval was granted for use of certificates at UMR. The Resolution calls for certificates to be awarded only for non-degree programs, where students are not seeking a degree and are leaving school, and only upon the student's request. The description of two categories of certificates is as follows:

1. Certificates of 1 or 2 years of "General Academic Study" at UMR. The award of these certificates shall be based on the successful completion of a minimum number of credit hours as recommended by the UMR curricula committee and approved by the Academic Council.

2. Certificates of 1 or 2 years of "Academic Study" at UMR in the College of Arts and Sciences, the School of Engineering, and the School of Mines and Metallurgy. The award of these certificates shall be based on the successful completion of a minimum number of credit hours from a list of courses recommended by the individual college or school curricula committees and approved by the UMR curricula committee and the Academic Council. (For example, the School of Engineering might award a Certificate of Technology or the College of Arts and Sciences might award a Certificate of Liberal Arts.)

A second motion was inacted requesting that your office provide a judgment as to the legality of awarding such certificates. I look forward to hearing from you at the earliest possible time.

Sincerely yours,

Lance Williams, Secretary
Academic Council

cc: Carl Muhlbauer, Chairman
Admissions and Academic Standards Committee

LW/mp
June 21, 1972

Dr. Price,

I have your memo of June 20 in response to the UMR-AC Resolution on May 11, 1972. I have not yet circulated it and no carbon copies are indicated so maybe its still subject to change.

I am enclosing a copy of a memo to Dudley which bears upon this. I have added note (5) in response to your quote from Chuck Johnson.

Unless the concrete has settled, I would suggest that you reconsider and adopt a response based upon the enclosed outline. PUT THE MONKEY ON THE BACK OF JOHNSON FOR PASSING HIS PERSONAL OPINIONS OFF AS ASSOCIATION POLICY. QUOTE THE CHAPTER & VERSE. Such a response should serve to satisfy all parties involved - the Board, your office, and the faculty as well as the citizens of Missouri.

Our local Academic Council has taken most of the wind out of the sails of the AAUP and this organization by expeditiously handling and keeping track of the action taken in response to legitimate faculty concerns. It is in our mutual interest that you take the initiative in providing a positive response to the subject resolution.

Best wishes,

[Signature]
Dr. Otto H. Hill
Chairman, Academic Council
University of Missouri - Rolla

Re: Resolution on UMR Faculty Association

Dear Dr. Hill:

The resolution adopted by the UMR Academic Council on May 11, 1972, relative to the UMR Faculty Association has come to me.

The matters referred to in the resolution were first considered by me more than a year ago, and there has been considerable discussion and correspondence relating to them. It was made clear to me in February of 1971 that the purpose of this organization was to affiliate with the National Society of Professors, and, as stated in a letter from Charles A. Johnson, then Executive Secretary, "... we do not equivocate on the issue of collective bargaining. We favor it for all educators and it will remain one of our primary objectives for UMR and for the University."

The National Society of Professors, of course, has as its stated objective as an affiliate of the National Educational Association, the accomplishment of collective bargaining representation for faculty members.

As I made clear to Dr. Johnson at that time, an organization which adopts as a primary objective the collective bargaining approach must necessarily be treated
as any other union organization, even though they may profess other objectives which would fall within the normal functions of a professional organization. I have reviewed the resolution of the Academic Council, and I have again reviewed the constitution of the UMR Faculty Association. I have had no indication that there is any change in the situation since March 1, 1971, and, so far as I know, one of the primary objectives of the organization is collective bargaining. So long as this is the case, I find no reason for a change in the position taken by the University.

I appreciate very much your interest in this matter.

Very truly yours,

C. BRICE RATCHFORD
President
TO: DR. DUDLEY THOMPSON, DEAN OF FACULTIES

FROM: DR. OTTO H. HILL, CHMN., ACADEMIC COUNCIL

RE: UMR AC RESOLUTION (May 11, 1972) REQUESTING THE UNIVERSITY ADMINISTRATION AUTHORIZE THE UMR FACULTY ASSOCIATION TO HOLD MEETINGS ON UNIVERSITY FACILITIES

The subject Resolution was addressed to the University Administration in general because the Academic Freedom Committee was unsure of which administrative officer was empowered to authorize the use of facilities in this case. The Academic Council respectfully requests that you forward this request for action through the appropriate administrative officer and that you advise us of the status and location of the Resolution as it progresses through channels.

I would personally recommend that the administration take the following action:

1. Note in the response that according to its present constitutional statement of purpose, this organization is equivalent to the UMR chapter of the American Association of University Professors, which has previously been granted the use of university facilities for meeting purposes.

2. State that the administration believes that the present title of UMR Faculty Association implies too broad a membership and that action taken in the name of such an organization could be misinterpreted to represent the opinion of the UMR faculty as a whole.

3. Authorize the use of UMR facilities for the meetings of this organization subject to the condition that it change its name to the UMR Chapter of the National Society of Professors.

4. Note that any UMR professional association which changes its stated purposes to include a charge to serve as a bargaining agent for faculty members will automatically have any previously authorized use of university facilities immediately suspended under present Missouri law.

5. Note that the president's earlier decision was Influenced by statements of the Chapter President, regarding his interpretation of the purpose(s) of the Association which is different from the purposes specified by the membership.
These actions should allow the administration to recover sufficiently from its previous response, to emphasize its legal responsibilities in upholding Missouri laws, and to recover the confidence of the faculty in its dedication to upholding and encouraging the intelligent exercise of academic freedom on the campus.

A copy of the Resolution is attached for your convenience.

Respectfully,

[Signature]

Otto H. Hill

cc: Dr. Baker
    Dr. James Tracey
    Dr. Lance Williams
June 15, 1972

Dr. Dudley Thompson, Dean of Faculties
Parker Hall

Dear Dudley,

I am in receipt of your revised proposal from the COD to change the requirements for the granting of dual baccalaureate degrees. I have several questions and a proposal or two:

1. If you submit your proposal to the printer by Aug. 15, 1972, when does it come off the press in black & white (technicolor?), if the press run is made before August 24, 1972, the Academic Council will not have an opportunity to critique, approve or modify what has already been published. I've just talked to Dudley Cress and he says the package will come back for correction on/about Sept. 1, and then go to the press on/about Sept. 15. There will be time to provide faculty approved copy for the new catalog.

*I'm a dirty liar. The chunks and pieces of set type come back on/about Sept. 1, and then Dudley & Co. paste and compose at that time. Something will be included on this in the new catalog.
(2) Could you provide the AC with the background info leading to these proposed changes?

I would suggest that you formally address the Council with your proposal in the manner I have indicated on the marked up copy of your original (revised) offering. If you will supply the requested info in it will minimize requests for such material from the flow of the AC. The more detailed your input, the more intelligent and speedy will be the response by the AC. As you are aware, time is important here.

Your revised presentation will be placed on the Agenda for the Aug. 24 AC meeting and will be distributed to the members with the Agenda on/before Aug. 17. May we have your copy on/before Aug. 15, 1972? Our press run is 75 copies. May we have these provided by your office?

Regards,

Otto W. Hill, Chmn
AC
TO: UMR ACADEMIC COUNCIL
FROM: COMMITTEE OF DEANS
RE: PROPOSAL FOR CHANGES IN REQUIREMENTS FOR AWARDING DUAL BACCALAUREATE DEGREES

UMR policy on the awarding of dual baccalaureate degrees is presently defined as follows in the Oct. 1, 1971 issue of the Manual of Information, p. 66:

"Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit will be at least 30 semester hours in excess of that required for one degree.

When requirements for a degree in two departments have been completed without either degree being awarded, you will receive one degree at a commencement and will receive a statement that the work has been completed for the additional degree which will be granted at some following commencement.

Only one degree shall be awarded to any person at a given commencement. In case you have completed the work for more than one degree, you will be given the lower degree and a certificate covering the work for the higher degree, and the higher degree will be conferred at the next commencement."

The COD proposes that this present policy be eliminated and the following requirement be adopted:

"Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit required for the second baccalaureate degree will be determined by the academic department which offers the curriculum leading to the second degree. A statement of the specific course and hour requirements will be forwarded by the Chairman to the Dean of the School, for his approval. The statement will then be forwarded to the Registrar and constitute the official requirement for the second degree.

The COD has offered this proposal on the basis of the following considerations:

1.
2.
3.
4.
5.
6.

(over)
For the faculty's information we are also pleased to provide the enclosed tabulation of dual baccalaureate degree requirements on our sister campuses and other other midwest institutions of similar academic standing.
Dr. Otto Hill, Chairman
Academic Council
Materials Research Center
University of Missouri - Rolla
Rolla, Missouri 65401

Dear Otto:

The Committee of Deans at its May 30 meeting proposed changes in the requirements for students who seek two baccalaureate degrees in any two fields and refers these with recommendation for favorable consideration to the Academic Council for appropriate action.

The purposes of the proposed change, which requires faculty approval, are to reduce constraints (e.g., minimum of 30 hours; only one degree can be awarded at a commencement) and to permit departments to determine that degree requirements have been met for that department. The Dean of the School/College would, of course, have to approve.

As you have been advised, the catalog is printed once every two (2) years and current stock is about exhausted. At this time, revision of the current catalog has been authorized to begin immediately with the final corrected copy to be submitted to the printer on August 15. I am asking Mr. Cress to include the proposed statement. If the Council does not concur and recommend to the Chancellor for approval, then it will be removed or revised.

Attached is the current situation listed on page 66, paragraphs 2, 3, 4, "Manual of Information," June, 1972. (This statement is not listed in the present 71-73 catalog).

It is proposed that the statement shown on the attached be substituted, therefor.

DT/mlo
Enclosure

cc: Chancellor Merl Baker
Dean H. Q Fuller
Dean J. S. Johnson
Dean R. H. McFarland
Dean T. J. Planje
Dr. Lance Williams
Mr. R. B. Lewis
Mr. Dudley Cress
Mr. P. E. Ponder
TO: DR. DUDLEY THOMPSON, DEAN OF FACULTIES

FROM: DR. OTTO H. HILL, CHMN., ACADEMIC COUNCIL

RE: UMR AC RESOLUTION (May 11, 1972) REQUESTING THE UNIVERSITY ADMINISTRATION AUTHORIZE THE UMR FACULTY ASSOCIATION TO HOLD MEETINGS ON UNIVERSITY FACILITIES

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(3) Authorize the use of UMR facilities for the meetings of this organization subject to the condition that it change its name to the UMR Chapter of the National Society of Professors.

(4) Note that any UMR professional association which changes its stated purposes to include a charge to serve as a bargaining agent for faculty members will automatically have any previously authorized use of university facilities immediately suspended under present Missouri law.
These actions should allow the administration to recover sufficiently from its previous response, to emphasize its legal responsibilities in upholding Missouri laws, and to recover the confidence of the faculty in its dedication to upholding and encouraging the intelligent exercise of academic freedom on the campus.

A copy of the Resolution is attached for your convenience.

Respectfully,

Otto H. Hill

cc: Dr. Baker
    Dr. James Tracey
    Dr. Lance Williams
MEMORANDUM TO: DR. DUDLEY THOMPSON, DEAN OF FACULTIES
FROM: DR. OTTO H. HILL, CHAIRMAN, ACADEMIC COUNCIL
RE: DISTRIBUTION OF UMR POLICY MEMOS

I am in receipt of the collection of UMR Policy Memos which have been generated since the Chancellor initiated this procedure in 1965. It is my opinion that this collection should be distributed to each and every faculty and staff member on the campus. I would suggest the following procedure:

1. Have the Chancellor address a cover letter to the faculty and staff describing the history and status of the present collection.

2. Request that each staff member maintain his set for future reference.

3. Note that additions, deletions and modifications will be provided as revisions are made.

4. Solicit responses concerning any modifications which the recipients may choose to propose.

5. Have the individually numbered policy statements printed front and back in the more lengthy cases, but minimize overlapping of statements on printed sheets so that substitutions may be readily made on individual items.

6. Have these prepared for distribution with the agenda for the first General Faculty Meeting in September of 1972.

Unless the Chancellor has already received comments and criticisms of existing policy statements, I would not initiate or call for any general review of these documents unless specific responses describing difficulties with their implementation or interpretation are offered by the faculty and staff. In the absence of flack, I would assume that they are working.

Regards,

Otto H. Hill

cc: Dr. Baker Dr. Lance Williams
    Dr. John Dahm Dr. James Tracey
Dr. Owen Koepppe, Chairman
UMC Faculty Council
Room M-143 Medical Science Bldg.
Univ. Missouri-Columbia

Dear Owen:

Congratulations (or is sympathy preferable) on your reelection as Council Chairman. I admire your stamina. Good luck!

I'd like to check a few other points with you. I think it's about time that our local campus Councils or Senates initiated a somewhat closer interaction with each other.

As a first step I am requesting our Council Secretary, Dr. Lance Williams, to distribute copies of the Agenda and associated back-up information for our Academic Council and General Faculty Meetings to the Chairman and Secretary of the Councils on each of the campuses. You will also receive the published Minutes of these sessions. Could you place us on a similar distribution list for your campus? Would you please furnish us with name and campus address of your Council Secretary?

I hate the thought of attending the Board of Curators meetings, BUT I would seriously entertain the thought if we could use these occasions for informal discussions of faculty business by the chairmen of the campus Councils or Senates. Do you think the productivity would justify the effort? I have mixed feelings about the effort required. The other information on Agendas and Minutes might suffice unless specific issues of common concern arose during the year. I would appreciate your views on this matter.

I have not received any word from Elmer about the President's response to the suggestion that the chairman and a faculty member from each department sit at THE ROUND TABLE when the Academic Planning Council defines the final academic level of a discipline on each campus. No administrator on our campus has received any word of a change in the previously announced procedures. I'm tired of writing Brice memos, but time is running out on this issue. The University-wide Steering Committee will be circulating the campus responses to the APC late this month and if our suggestion is followed, the departments involved should also be receiving copies of materials offered by the other campuses. Would you check out the status of this for good ole UMIFAC?
Dear Owen:

Page 2

June 6, 1972

Well, in the meantime, keep that happy smile on your face. You're a credit to Wild Bill's tutelage.

Warmest regards,

[Signature]

Otto H. Hill, Chairman
UMR Academic Council

OHH/cmr

cc: Dr. Lance Williams
    Social Science Dept.
    Univ. Missouri-Rolla
June 1, 1972

TO: DR. DONALD SIEHR, CHEMISTRY DEPT.
    DR. RALPH SCHOWALTER, MECH. ENG. DEPT.
FROM: DR. OTTO H. HILL, CHMN., ACADEMIC COUNCIL
RE: ORGANIZATION OF TENURE COMMITTEE AND REVISION OF THE BY-LAWS

As the elected members of the UMR Tenure Committee chosen to serve the U-Wide committee, I respectfully request that you help us get organized this year by providing the following services:

1. Use the enclosed list of the UMR Tenure Committee to see if you can find a quorum of members in town this summer so that you can meet and select a Chairman, as well as any other "officers" for your Committee for the coming year. Send these names to the Secretary of the Academic Council or myself as soon as you have completed this business.

2. Start action as soon as possible on designing the local UMR Tenure Committee organization as delegated by the new UMR Tenure Regulations sent to all faculty by the President this Spring. We should like to have your proposed BY-LAWS amendments for distribution to the Academic Council at its October meeting (not later than) for consideration prior to their
presentation to the General faculty in Dec., 1972.
for your assistance I am enclosing excerpts from the AC resolution and the new UM Tenure Regulations which bear on your charge.

Thank you for your considerate service.

Regards,

[Signature]

Otto H. Hill
### UMR TENURE COMMITTEE 1972-73

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<tr>
<th>DEPARTMENT</th>
<th>MEMBER</th>
<th>ALTERNATE</th>
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<td>Cer. Eng.</td>
<td>(P) Delbert Day</td>
<td>(AP) Gordon Lewis</td>
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<td>Chem. Eng.</td>
<td>(P) Orrin Crosser</td>
<td>(P) Jacques Zakin</td>
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<td>Chemistry</td>
<td>(AP) Donald Siehr</td>
<td>(P) William Carroll</td>
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<td>Civil Eng.</td>
<td>(P) Frank Gerig</td>
<td>(P) Vernon Gevecker</td>
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<td>Computer Sci.</td>
<td>(AP) Chung You Ho</td>
<td>(AP) Herb Alcorn</td>
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<td>Elec. Eng.</td>
<td>(P) Ralph Carson</td>
<td>(P) G. G. Skiteck</td>
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<td>Eng. Mgmt.</td>
<td>(AP) Melvin Garner</td>
<td>(AP) Robert Eckles</td>
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<td>(P) Don Frizzell</td>
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<td>(P) D. H. Erkiletian</td>
<td>(P) Charles Johnson</td>
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<td>(P) Ralph Schowalter</td>
<td>(P) C. R. Remington</td>
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<td>Met. Eng.</td>
<td>(P) Fred Kisslinger</td>
<td>(P) H. P. Leighly</td>
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<td>(P) Ernest Spokes</td>
<td>(P) John Govier</td>
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<td>(P) Burr Van Nostrand</td>
<td>(AP) Charles Finley</td>
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<td>(P) Richard Anderson</td>
<td>(P) Harold Q. Fuller</td>
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<tr>
<td>Social Sci.</td>
<td>(P) Marvin Cain</td>
<td>(AP) David Hentzel</td>
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(P) = Professor  (AP) = Associate Prof.  (aP) = Assistant Prof.

**UNIV. MISSOURI TENURE COMMITTEE**

**UMR MEMBERS**
- Donald Siehr, 1974
- Ralph Schowalter, 1973

**UMR ALTERNATES**
- Ralph Carson, 1974
- Orrin Crosser, 1973
.5 Faculty Committees on Tenure

.51 University Faculty Committee on Tenure: There is hereby created a University Faculty Committee on Tenure. This Committee shall be composed of two members from each campus of the University. Each campus faculty, or other body serving the functions of the Faculty shall, at a meeting during the second semester of each academic year, elect one person to membership on the Committee to serve for the following two academic years, and also elect an alternate member who shall serve whenever the regular Committee member is unable to serve, except that at the first election faculty shall elect two members to the Committee, one to serve for one year, and one to serve for two years, with alternates.

.521 Only professors on continuous appointment are eligible for membership on the Committee. Persons who devote a substantial portion of their time to administrative duties shall not be eligible for membership on the Committee.

.512 The President annually shall appoint among the elected Committee members a chairman pro tem, who, if a meeting is necessary, shall call the first Committee meeting, at which time the Committee shall elect from among its members a chairman and a secretary to serve at the pleasure of the Committee. At least two-thirds of the members, or their alternates, must be present to constitute a quorum.

.52 Campus Faculty Committees on Tenure:

.521 Each campus faculty or other body serving the functions of the Faculty shall by rule establish the number of members of the Committee, the apportionment among divisions within the campus, and the method of selection of the members and alternates, except as otherwise provided herein.

.522 Members shall be elected from the eligible Professors on continuous appointment. If there are no eligible Professors within the electoral unit then the members shall be elected from the eligible Associate Professors.

.523 Persons who devote a substantial portion of their time to administrative duties shall not be eligible for membership on the Committee.

.524 The Chancellor of the campus shall appoint from among the members a chairman pro tem, who, if a meeting is necessary, shall call the first committee meeting, at which time the Committee shall elect from among its members a chairman and a secretary to serve at the pleasure of the Committee. At least two-thirds of the members, or their alternates, must be present to constitute a quorum.

4.521 Rules, Procedures & Agenda. Otto Hill reported for the Committee and moved a recommendation to facilitate the May Council election of 1972-73 officers and committee positions. In essence, the recommendations as adopted, ask for nominations prior to May 1st in order to prepare a ballot. The Committee also offered the following resolution on the design of the Campus Tenure Committee, which was passed with two dissenting votes:

RESOLVED, That the Academic Council charges the present UMR Tenure Committee with the responsibility for drafting appropriate Campus rules and regulations required by the new University Tenure Regulations, and formulating any necessary amendments to the By-laws relative to the role and function of the Tenure Committee. These proposals will be submitted to the Academic Council for consideration and to the General Faculty for approval.
Memorandum To: MR. GERALD A. WAPPELHORST, PRES., UMR STUDENT COUNCIL
From: DR. OTTO H. HILL, CHMN., UMR ACADEMIC COUNCIL
RE STUDENT REPRESENTATION ON UMR STANDING COMMITTEES

During the past Spring semester Dr. William Andrews, then Chairman of the Academic Council, requested the Student Council to initiate the selection of student representatives to UMR Standing Committees for the 1972-73 academic year as required under the UMR BY-LAWS. His letter is attached for your info. Subsequently, as Chairman of the Rules, Procedures and Agenda Committee, I also requested such information from your office in April of this year. The response we have received to date has been confined to the student members elected to serve the UMR Academic Council. We have received no information on students selected to serve on the Standing Committees.

It is important to the operation of these Committees that the student representatives be certified as soon as possible. The publication, circulation and formal organization of some of these Committees is being held up by the lack of information on the student representation.

In order to proceed with this business, we need the following student representatives to be selected as outlined below:

4.513 ASSEMBLIES, PROGRAMS & PUBLIC OCCASIONS: "... and three students selected by the Student Council..."

4.515 COMPUTER CENTER COMMITTEE: "... one student selected by the Student Council..."

4.517 FACILITIES PLANNING COMMITTEE: "... two students selected by the Student Council..."

4.518 LIBRARY COMMITTEE: "... one undergraduate student to be selected by the Student Council for a one year term..."

4.521 RULES, PROCEDURES AND AGENDA COMMITTEE: "... one student selected by the Student Council..."
4.522 STUDENT AFFAIRS COMMITTEE: "... five students
selected by the Student Council..."

4.523 STUDENT AWARDS AND FINANCIAL AIDS: "... two
students selected by the Student Council..."

4.524 STUDENT SCHOLASTIC PERFORMANCE: "... two
student members selected by the Student Council..."

In addition, there are a number of formal Administrative
Standing Committees appointed by the Chancellor as well as
Ad Hoc Committees having student representation. It would
be in the interest of the Student Council to check with
Dr. Baker's office about the desirability of offering a
list of nominees for student representation on these
committees.

The Academic Council would appreciate having this informa-
tion as soon as possible. If it is feasible, we would prefer
to have these results prior to July 15, 1972. Can you use
the mails to solicit these services? If you cannot accomplish
this during the summer, we respectfully request that this
matter be the first order of Student Council business when
school reconvenes in the Fall session.

Please note that the BY-LAWS leave the method of
selection to the discretion of the Student Council.

If we can assist you in any way in expediting this
matter, please feel free to contact us about it. Your
prompt attention to this matter would be greatly appreciated.

Sincerely yours,

Otto H. Hill

OHH/1m
Enclosure

cc: Dr. Baker
     Dr. James Tracey
     Dr. John Dahm, Chmn. R, P & A
     Dr. W. A. Andrews
     Dr. Lance Williams
Memorandum

To: Mr. H. J. Korklan, President of the Student Council

From: Dr. William Allen Andrews, Chairman Academic Council

RE: Student Representation on Standing Committees of the Academic Council. See By-Laws

First, if you are available, may I invite you to attend the first formal meeting of the Academic Council on Thursday, August 26, 1971, at 1:30 PM in the H. E. Auditorium. I believe it will be beneficial to all of us for you to be present, even though you will possibly have had no opportunity to initiate the process of obtaining representatives to the Council. (If you do have some by that time, then they should come.)

Secondly, I call your attention to those Faculty Standing Committees in which student representation is called for (undergraduate students):

- 4.513 Assemblies, Programs and Public Occasions (3 students) - 3
- 4.515 Computer Center (1 student) - 1
- 4.517 Facilities Planning (2 students) - 2
- 4.518 Library (1 student) - 1
- 4.521 Rules, Procedure and Agenda (1 student) - 1
- 4.522 Student Affairs (5 students plus 1 student selected by the voting members of the Academic Council) - 5
- 4.523 Student Awards and Financial Aids (2 students) - 2
- 4.524 Student Scholastic Performance (2 students) - 2

In addition to Faculty Standing Committees you will note that students serve on some Administrative Standing Committees, which report to and through the Academic Council. Further details are covered under 4.531, 4.533. Administrative

In conclusion I draw your attention to Art. 4.424 which stipulates that you are entitled to one non-voting representative on the Academic Council per one thousand students. You will have to wait a few weeks to get precise figures, but certainly you can expect about five. At least you can quickly obtain a minimum number from the Registrar which may well suffice for all practical purposes.

5 (Let's hope!)

cc: Executive Board Academic Council
    Rules, Procedures and Agenda Committee Members
    Registrar
Memorandum

To: UMR GRADUATE STUDENT ASSOCIATION

From: DR. OTTO H. HILL, CHMN., UMR ACADEMIC COUNCIL

RE GRADUATE STUDENT REPRESENTATION ON UMR STANDING COMMITTEES

Henry, sometime during the summer you should be able to get a handle on your active membership for the Fall semester. I don't understand all of the problems associated with membership definition in your organization, but we do need some reasonably firm commitments for committee service as soon as possible. Can you check the academic status of your present and/or potential representatives and forward us a list of committee assignments on/before July 15, 1972? These can be altered during the academic year, but I doubt that the presently serving members all expect to be on board this Fall (Ken Mirley tells me he's planning to be one!). We'd like to go to press with at least the tentative assignments prior to the beginning of the Fall semester.

Here's what we need for a starter:

4.515 COMPUTER CENTER COMMITTEE: "...one graduate student selected by the Executive Council of the Association of Graduate Students."

4.517 FACILITIES PLANNING COMMITTEE: "...and one graduate student selected by the Executive Council of the Association of Graduate Students..."

4.518 LIBRARY COMMITTEE: "...one graduate student selected by the Executive Council of the Association of Graduate Students..."

4.521 RULES, PROCEDURES AND AGENDA COMMITTEE: "...one graduate student selected by the Executive Council of the Association of Graduate Students..."
In addition there are a number of formal Administrative Standing Committees appointed by the Chancellor as well as Ad Hoc committees having student representation. It would be in the interest of your association to check with Dr. Baker's office about providing a list of nominees for student representation on these committees.

Henry, I think your Executive Council should be able to provide the four firm appointments required above without undue delay. Please help us get this show on the road.

Thanks.

Regards,

Otto H. Hill

OHH/1m

cc: Dr. Baker
Dr. James Tracey
Dr. John Dahm, Chmn. R,P &A
Dr. W. A. Andrews
Dr. Lance Williams
I am in receipt of your memo of April 28, 1972, directed to Chancellor Baker, in which you wish to reconsider the action taken by the Academic Council on the procedures for implementing the PASS/FAIL option at UMR. I suppose this has been referred to me as Chairman of the Academic Council.

Let's get the trivia out of the way first. Your action is in order. It is the Chair's opinion that formal exceptions to actions of the Academic Council need only be initiated within 30 days and not necessarily resolved in that period in order to keep the business under consideration by the Council. I interpret this to mean that no formal motion to reconsider is required. Any proposals that you and other concerned faculty members may ultimately provide will be placed under Unfinished Business on the Agenda for the August, 1972 meeting of the Academic Council.

The more pertinent questions concern the form of the material to be presented to the Council and perhaps to the General Faculty later at its September, 1972 meeting. Most deliberative bodies have an extremely difficult time generating legislation from the floor without the benefit of specific homework describing the basis of the policy proposals under consideration. I would therefore suggest that you and the concerned faculty provide the following services for the Academic Council prior to its August session:
(1) A bill of particulars describing in detail the difficulties you envision with the implementation of the policy on PASS/FAIL passed at the April 13, 1972 meeting of the Council. A copy of the minutes of this meeting describing this action is enclosed for your convenience.

(2) A critical comparison of the policy statement of the Council with the general policy guidelines passed at the General Faculty meeting of March 9, 1971, a copy of which is enclosed for your convenience.

(3) A specific alternate proposal to replace or modify the action taken by the Council on April 13, 1972.

This material should be forwarded to Dr. John Dahm, Chmn., Rules, Procedures and Agenda Committee, Room 102 Parker Hall on/before August 7, 1972 for reproduction and distribution to the Council members with the Agenda for meeting tentatively scheduled for August 24, 1972.

As far as the Fall, 1972 semester is concerned, I assume that the departments will process their students on PASS/FAIL as they had been doing prior to the April 13, 1972 action of the Council. Many of these had already generated internal departmental policy along the lines accepted by the Council. I am sorry that you did not place your requests for reconsideration on the agenda of the subsequent May meeting of the Council.

Rest assured that your proposals will receive full consideration by the Chair as well as the members of the Academic Council. How smoothly the action proceeds will depend essentially upon how well your proposals are documented and presented.

Regards,

Otto H. Hill

Encls.
cc: Dr. Baker
    Dr. Thompson
    Dr. John Dahm
    Dr. James Tracey
    Dr. William Andrews
    Dr. Karl Muhlbauer
    Dr. Lance Williams
4.512 Admissions and Academic Standards. Karl Muhlbauer reported the Committee's recommendations on Pass/Fail and Scheduling Common Examinations. After lengthy debate, and the defeat of a motion to qualify the recommendation with "elective" courses, the Pass/Fail motion was accepted with seven dissenting votes:

The undergraduate student's major department will designate those courses (lecture or laboratory) which may be taken under the "Pass/Fail" grading option. A student may enroll for no more than one of these courses per semester. Under this option, instructors report, and the registrar records, a grade of "S" or "U" for the course taken. Credit for courses taken under the "Pass/Fail" option will not be used in calculating grade point averages.

To register for a course under this option, the student will enter "P/F" in the "remarks" column of the schedule card opposite the course and the advisor's approval must be entered along side the "P/F" entry. Once final enrollment has been completed, changes cannot be made in the grading option after the first day of class.
The following rules and regulations were directly and indirectly approved as a part of the approval of Item One under Unfinished Business:

1. A, B, C, and D are passing. F is failing.
2. Any student may take one course on a pass/fail basis each semester. It is not necessary to do so.
3. Only courses designated as electives by a student's department may be taken pass/fail.
4. The student must state on his course registration card which course, if any, he is taking pass/fail.
5. The student, his instructor, his advisor, and the Registrar's Office may know that he is taking a course pass/fail.
6. The instructor gives a P or F grade at the end of the semester. This grade is recorded in the Registrar's Office in lieu of a conventional grade.
7. A pass mark does not affect the student's grade point average. However, if passed, it will be included in hours completed, if failed, as hours failed.
8. A course failed as pass/fail may be taken again pass/fail or for a grade.

Passed as described above after amendments.
MEMORANDUM TO: CHANCELLOR BAKER

FROM: OTTO H. HILL, CHAIRMAN
ACADEMIC COUNCIL

RE: RESPONSE TO MEMO MAY 16, 1972 CONCERNING TRANSFER OF GRADES

Merl, in response to your quoted memo I would offer the following observations:

1) The subject Resolution was referred by the Council to the Admissions and Academic Standards Committee for consideration of such questions as you have raised in your note.

2) Bob Lewis is your administrative appointee to that Committee and he can provide considerable service to the Council by taking an active role in the Committee's deliberations on this matter.

3) The primary purpose in placing this item on the May agenda was to formally place it in the "active" file of business under consideration by the Council, a policy that has served us well during the past year.

4) The UMSL action referenced by Dr. Unklesbay which initiated this consideration of policy on the transfer of credit from other colleges was directed specifically at the transfer of such credit between campuses of the University of Missouri system.

5) UMR is apparently following a policy which not only credits coursework from other colleges but also honors the grades received at other institutions and allows these to be employed in computing the OGPA and honors status at UMR.

In view of these considerations, it would appear worthwhile to expand the charge to the A & AS to provide the following proposals and information for consideration by the Academic Council and possibly the General Faculty serving as a committee-of-the-whole:

a) A review of the present transfer policy and a formal referencing of its authorization,

b) Design of a policy statement regarding the transfer of credits from all other colleges/universities including such
features as the honoring of grades received, effects of such grades on certifying honor status upon graduation from UMR, as well as their effect on the scholastic standing of the transfer student during his subsequent studies at UMR.

c) An analysis of the consistency of such a proposed transfer policy with UMR's new policies on OGPA, etc., as they apply to students who complete all of the undergraduate studies in residence at UMR.

A copy of this correspondence is being forwarded to the members of the Admissions and Academic Standards Committee for their consideration. I am certain that they will be happy to entertain any additional information that your office may wish to supply them.

I should like to offer the following items for consideration by the University of Missouri Academic Planning Council:

1) Design of a common and consistent set of honors designations for the University of Missouri system.

2) Design of a common and consistent procedure for specifying a student's overall grade point average to be employed throughout the system.

3) Design of common criteria for specifying the state of scholastic standing and performance for students enrolled throughout the system.

It is possibly that some of these items are already under consideration. If so, a report on their status would be welcomed by the Academic Council at one of its early fall meetings.

Thanks you for you consideration. If I can be of any further service, please feel free to call on me.

Regards,

Otto H. Hill

OHH/cmr
cc: Dr. James Tracey Dr. Karl Muhlbauer Dr. John Govier
     Dr. William Andrews Dr. Wayne Cogell
     Dr. John Dahm Dr. Bill Gatley
     Mr. Robert Lewis Dr. Thomas Baird
May 26, 1972

TO: MEMBERS OF ADMISSIONS & ACD. STANDARDS
FROM: OTTO H. HILL, CHMN., ACD. COUNCIL
RE: ATTACHED MEMO TO CHANCELLOR

On behalf of the faculty I would like to define your charge on the referred matter to include the items (a), (b) and (c) in the referenced and attached memo.

Bob Lewis has the information on (a). Item (b) will be your own best effort and (c) should help us all to understand how your proposal will heat our own product.

I am asking Karl Muhlbaier to call the AAMs together for organizing purposes as soon as a quorum is available.

This policy definition is perhaps long overdue and your services in designing this procedure is greatly appreciated.

Good luck!

Otto

P.S. Sec's are hard to come by these days!
THE UNIVERSITY OF MISSOURI AT ROLLA  
ROLLA, MISSOURI  65401  
May 17, 1972  

Memorandum To:  CHANCELLOR BAKER  

From:  OTTO H. HILL, CHAIRMAN, R, P & A  

RE  STAFFING OF UMR ADMINISTRATIVE COMMITTEES...  

In preparing a list of UMR Committee members for the 1972-73 academic year we will need the following information from your office, preferably on/before July 15, 1972 so that our formal list of committee assignments may be distributed to the General Faculty as soon as the Student Council and the Graduate Student Association provides us with their elected representatives. 

4.531 ATHLETIC COMMITTEE  
All appointments at the discretion of the Chancellor. 

4.532 HONORARY DEGREES COMMITTEE  
This committee is already staffed under the UMR BY-LAWS.  

McFarland, Robert (Chmn.)  
Webb, William       A&S  
Grimm, James        ENGR  
Ownby, P.D.          M&M 

4.533 TRAFFIC SAFETY COMMITTEE  
Appointments by Chancellor. The following faculty have been selected to serve on this committee by a vote of the General Faculty. Could you please include at least these members in your appointment schedule?  

Garver, August        1973  
Park, Efton L., Jr.    1973  
Ziemer, Rodger        1973  
Kern, Frank           1974  
McDonald, Hector      1974  

4.534 STUDENT CONDUCT COMMITTEE  
Appointments by Chancellor. In selecting faculty for this committee, the UMR BY-LAWS suggest two year terms with approximately one-half selected each year. Could you please distinguish between one-year (1973) and two-year appointments (1974) for these faculty positions.
Please have your staff check the present administrative appointees to the UMR Standing Committees and reaffirm or change these assignments for the new academic year.

Enclosed for your convenience is a copy of the recommendations for the disposition of "old" committees, which was adopted by the Academic Council on October 21, 1971. Also the Academic Council adopted a Procedural Resolution II at its September 23, 1971 meeting which called for administrators having campus-wide authority to file with the Secretary of the Academic Council the charge, responsibilities, duties, and membership of any regularly appointed or ad hoc committees performing service for them. The Secretary informs me that no such information has been received from your office this year.

We would appreciate having such information on the following committees which are not described in our UMR BY-LAWS; namely,

(1) COMMITTEE OF DEANS
(2) PANEL OF DEANS
(3) CHANCELLOR'S ADVISORY COMMITTEE
(4) CHANCELLOR'S LIAISON COMMITTEE OR UNIVERSITY COUNCIL OR WHATEVER IT IS CALLED
(5) INTERDISCIPLINARY RESEARCH CENTERS
   Environmental Research Center
   Water Resources Research Center
   Space Sciences Research Center
   Rock Mechanics and Explosives Research Center
   Etc.
(6) ISOTOPE AND REACTOR SAFETY COMMITTEE
(7) FACULTY AWARDS COMMITTEE

as well as others that may have been established through your office.

We should like to include information on these committees with the document on UMR Committees which is now being prepared for circulation to the faculty. May we have this information before July 15, 1972?

Thank you for your considerate services in assisting us in this endeavor.

Sincerely,

Otto H. Hill, Chairman
R, P & A

OHH/Im
Enclosure
Memorandum To: Dr. Otto Hill  
From: Merl Baker, Chancellor  
Re: UMR's Policy for Transferring Grades from Junior Colleges

Otto, it's unbelievable that the day after I attended the Academic Council meeting in which admission considerations from other colleges were discussed, that I was in a meeting with all Presidents of all public colleges in the state. Without even an invitation, the Presidents of the three campuses of the Junior College District of St. Louis responded to a discussion on transfer that UMR was the only four year college in the state which truly gave recognition to the Junior Colleges. They were very pleased that we transfer grade points as well as credits. After hearing this discussion, I'm convinced that our present system is a good one and that we would be making a very serious mistake at this time if it should be changed. I agree that the D grade could be a disadvantage to the student transferring in, as he would have a detrement to his grade point average that might well place him on probation after the first semester here, if by chance he picked up another D. On the other hand, what they like is the fact that a student that does well in the Junior College is given grade point credit for this and therefore, they suggest that this is indeed a great incentive for their better students to transfer here rather than elsewhere. You will be interested, too, for those of you who were not at the graduation on Sunday, that one of the 4.00 students who graduated was a transfer from UMKC and by virtue of us giving him credit at the grade point average which he earned there he was able to be recognized for this outstanding right.

Since any department is privileged to ask a student to re-repeat a course with a D if it is, in the judgement of the department, a detrement to his progress, I believe that we have the necessary protection of academic standards; and with the good will which our present policy provides in attracting good students, I sincerely urge the Council not to recommend a change at this time. If, on the other hand, the Council feels the departments are making proper evaluation, then it should make this known to the deans.

MB/cf

cc: Academic Council Members
Memorandum To: .......Mr....Jeff...Korklan,...President...Student...Council

From: .......Dr....Bill....Andrews,...Chairman...Academic...Council

RE .......Standing...Committee...Elections...........................................

Jeff, this year in order to be more efficient we are trying to get all elections done before school ends, faculty as well as student I might add. Now it is true that you might elect some student who does not return but that could be taken care of in the Fall, if such a situation arises. Attached is a copy of the memo sent you a year ago. The basic numbers are still correct and I will circle what numbers you need concern yourself with committees as far as this Spring is concerned.

I see no reason why you could not go ahead and also elect five representatives to the Academic Council for the Fall. The target date to finish all that you can accomplish would be before school is over in May. The Academic Council has its last meeting on May 11 and will complete filling faculty slots at that time. So now, with two months to go, seems a good time to plan. We hope every Spring to do so in order to be more efficient in getting started the following Fall.

c.c. Dr. Lance Williams, Secretary Academic Council
Dr. Otto Hill, Chairman Rules, Procedures and Agenda Committee
Memorandum To: Dean A. H. Daane
Dean J. S. Johnson
Dean G. E. Lorey
Dean P. H. McFarland
Dean T. J. Planje

From: Dudley Thompson, Dean of Faculties

RE University Day - National Merit Scholar Day

Pursuant to the motion by Wolf, seconded by Johnson, at the December 14 meeting of the Academic Council, Chancellor Baker has approved the procedure that

The Dean of the Division, in cooperation with the Director of Admissions, is designated as the one person responsible for receiving and responding to correspondence.

This applies, of course, to correspondence concerning University Day and National Merit Scholar Day (the context within which the motion was made and passed).

DT/dr
cc: Chancellor Merl Baker
Department Chairmen
Dr. Otto Hill
Dr. Michael Patrick
Mr. Robert B. Lewis
Mr. Paul E. Ponder
MEMORANDUM TO: Dr. Otto Hill, Chairman
UMR Academic Council

FROM: T. R. Faucett, Chairman
Mechanical and Aerospace Engineering

RE: Policy Memo No. 16

This is with reference to your reply of February 19, 1973 concerning my reservations about the modified wording of Policy Memo No. 16. You are correct in your assumption that you were included for information purposes in that no action is anticipated.

Dean Thompson had requested our suggestions through either our Deans' channel or through the Academic Council. I think the matter will be pursued by the Dean of Engineering and, possibly, the Committee of Department Chairmen.

Thanks.

T. R. Faucett
Chairman

TRF/mgb

cc: Dean Dudley Thompson
Memorandum To: Mr. Joseph D. Wollard, Business Officer  

From: Dudley Thompson, Dean of Faculties  

RE Mailing of Parking Decals  

Joe, the Traffic Safety Committee has come up with a recommendation which it states that if implemented, the recommendation will satisfy the needs of the faculty, staff and students concerning the mailing of parking decals. This recommendation over the signature of the Chairman, Dr. Efton Park, Jr., is attached.

Pursuant to the directive which you and I received from Chancellor Baker, I would appreciate it if you would see that this recommendation is implemented.

Dudley Thompson  
Dean of Faculties  

DT:jap  
Enclosure  
CC: Chancellor Merl Baker  
Dr. Otto Hill  
Dr. Lance Williams  
Dr. Efton Park
Memorandum To: Dean Thompson

From: Efton Park, Jr., Chairman, Traffic Safety Committee

Re: Mailing of Parking Decals

After careful deliberation the committee recommends that:

"The university police office makes provision for accepting mailed checks accompanying applications for parking permits and the subsequent mailing of permits providing they can be delivered by campus mail (university offices and dormitories)."

It is felt that if this recommendation is implemented, it will satisfy the needs of the faculty, staff and students.

Efton Park, Jr.
Associate Professor

EP:cr
MEMORANDUM TO: Chancellor Merl Baker  
FROM: Rules, Procedures & Agenda Committee  
RE: Amendments to the UMR Faculty By-Laws

Enclosed herewith are the amendments to the UMR Faculty By-Laws which were recently considered by the entire General Faculty. In accordance with Section 7.000 of the By-Laws these amendments have been adopted by a majority vote of the entire membership of the General Faculty.

On behalf of the General Faculty, we request that you transmit these changes to the University of Missouri Board of Curators and seek their approval. Since many of the changes involve the election of members to certain of the standing committees of the faculty, and since we propose to hold the election in the spring semester, we urge you to seek approval of these by the Board of Curators at the earliest possible opportunity.

Please feel free to call upon any officer of the Academic Council or member of the Rules, Procedures and Agenda Committee for assistance in presenting these changes to the Board. Thank you for your attention to this matter.

For the Committee,

[Signatures]

cc: Dean Dudley Thompson  
Dr. Otto Hill  
Dr. Lance Williams  
Mr. Robert B. Lewis

JJD/RES/TJO/mp
Section Number: 3.420  [Vice-Chairman of the General Faculty]

Present Section Wording:

The Vice-Chairman is elected by the General Faculty from nominations provided by the Rules, Procedures, and Agenda Committee and/or individual faculty members. His term is one year, and he shall not be eligible to succeed himself. He serves until his successor is elected and qualified. To be eligible for this office a member of the General Faculty must have had at least three years service at the University of Missouri-Rolla. The Vice-Chairman presides at meetings of the General Faculty in the absence of or at the discretion of the Chairman.

Proposed Section (changes/additions underlined):

The Chairman of the Academic Council is the Vice-Chairman of the General Faculty. The Vice-Chairman presides at meetings of the General Faculty in the absence of or at the discretion of the Chairman.

Section Number: 4.130  [Responsibility and Authority (of Departments)]

Present Section Wording:

Faculty members direct and perform the work of instruction, and they coordinate and conduct research within the Department. They are also concerned with the internal administration of their Department. Proposals for changes in curriculum or courses may be initiated by the Department to be forwarded to the Dean who submits them to the Curricula Committee with his recommendation.

Proposed Section (changes/additions underlined):

Faculty members direct and perform the work of instruction, coordinate and conduct research within the Department, and provide service within the University, to the academic community, and to the public. They are also concerned with the internal administration of their Department. Proposals for changes in curriculum or courses may be initiated by the Department.
Section Number: 4.423

Present Section Wording:

Ex-Officio members of the Academic Council consist of the Chancellor, Dean of Faculties, Dean of the Graduate School, Dean of Engineering, Dean of Mines and Metallurgy, Dean of Arts and Sciences, voting; Dean of Extension, the Registrar, Business Officer, and Librarian, non-voting.

Proposed Section (changes/additions underlined):

Ex-Officio members of the Academic Council consist of the Chancellor, Dean of Faculties, Dean of the Graduate School, Dean of Engineering, Dean of Mines and Metallurgy, Dean of Arts and Sciences, Dean of Extension, voting; Computer Center Director, the Registrar, Business Officer, and Librarian, non-voting.

Section Number: 4.446

Present Section Wording:

The effective date of all actions is thirty (30) days after the action has been communicated to the faculty, unless four-fifths of the Academic Council members approve a motion that an action becomes effective immediately or unless action to veto is initiated by the General Faculty.

Proposed Section (changes/additions underlined):

The effective date of all actions is thirty (30) days after the action has been communicated to the faculty, unless four-fifths of the Academic Council members approve a motion that an action becomes effective immediately or unless action to veto or amend is initiated by the General Faculty within the thirty day period. No action taken by the Academic Council shall be implemented prior to its certification at a meeting of the General Faculty if a petition to veto or to amend such action is submitted to the Chancellor by more than ten percent of the members of the General Faculty.

Section Number: 4.511.2

Present Section Wording:

The committee consists of seven faculty members elected from and by the General Faculty. Each School or College shall have at least one representative. Committee members serve a one-year term.

Proposed Section (changes/additions underlined):

The committee consists of one faculty member elected from and by each School or College, and four elected from and by the General Faculty. Members serve a two-year term with approximately one-half elected each year.
Section Number: 4.512.2  [Admissions and Academic Standards Committee]

Present Section Wording:

The committee consists of six members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, and one administrative member appointed by the Chancellor. Each School or College shall have at least one representative. Committee members serve a one-year term.

Proposed Section (changes/additions underlined):

The committee consists of three faculty members elected from and by the Academic Council, one elected from and by each School or College, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one-half elected each year.

Section Number: 4.513  [Assemblies, Programs and Public Occasions Committee]

Present Section Wording:

Assemblies, Programs and Public Occasions Committee

Proposed Section (changes/additions underlined):

Public Occasions

Section Number: 4.513.2  [Assemblies, Programs and Public Occasions Committee]

Present Section Wording:

The committee consists of five members elected from and by the General Faculty, one administrator appointed by the Chancellor, and three students selected by the Student Council. Members serve a one-year term.

Proposed Section (changes/additions underlined):

The committee consists of six members elected from and by the General Faculty, one administrator appointed by the Chancellor, and three students selected by the Student Council. Faculty members shall serve for a two-year term with one-half elected each year.
Proposed Section Wording:

The committee consists of two faculty members elected from and by the Academic Council, two elected from and by each School and College, including the Graduate School, and one administrative member appointed by the Chancellor. Elected members serve for a two-year term, one-half elected each year.

Proposed Section (changes/additions underlined):

The committee consists of two faculty members elected from and by the Academic Council, two elected from and by each School and College, two from and by the Graduate Faculty, and one administrative member appointed by the Chancellor. Elected members serve for a two-year term, one-half elected each year.

Proposed Section Wording:

The committee consists of one member elected from each department desiring representation, the Business Officer, the Director of the Computer Center as an ex-officio member, one student selected by the Student Council, and one graduate student selected by the Executive Council of the Association of Graduate Students. Faculty members serve for a three-year term with approximately one-third of the membership elected each year. Representatives should have demonstrated experience/expertise in computer activities. The departmental members shall be selected so that all major aspects of computer activities on the Campus are represented by the total committee.

Proposed Section (changes/additions underlined):

The committee consists of one member elected from each department desiring representation, the Business Officer and Director of the Computer Center as ex-officio members, one student selected by the Student Council, and one graduate student selected by the Executive Council of the Association of Graduate Students. Faculty members serve for a three-year term with approximately one-third of the membership elected each year. Representatives should have demonstrated experience/expertise in computer activities. The departmental members shall be selected so that all major aspects of computer activities on the Campus are represented by the total committee.
Section Number: 4.518.2  [Library Committee]

Present Section Wording:

The committee consists of no fewer than two members elected from and by each School and College with each faculty member serving a two-year term with approximately one-half to be elected each year; one graduate student selected by the Executive Council of the Association of Graduate Students for a one-year term; and one undergraduate student to be selected by the Student Council for a one-year term, and the Librarian.

Proposed Section (changes/additions underlined):

The committee consists of two members elected from and by each School or College with each faculty member serving a two-year term with approximately one-half to be elected each year; one graduate student selected by the Executive Council of the Association of Graduate Students for a one-year term; and one undergraduate student to be selected by the Student Council for a one-year term, and the Librarian.

Section Number: 4.519.2  [Personnel Committee]

Present Section Wording:

The committee consists of two faculty members elected from and by the Academic Council, one member elected from and by each School or College, including the Graduate School, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one-half elected each year.

Proposed Section (changes/additions underlined):

The committee consists of two faculty members elected from and by the Academic Council, one member elected from and by each School or College, one member elected from and by the Graduate Faculty, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one-half elected each year.
Section Number: 4.523.2  [Student Awards and Financial Aids Committee]

Present Section Wording:

The committee consists of eight members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, two students selected by the Student Council, and one administrative member appointed by the Chancellor. Student members serve as members of the committee when new policy or policy revisions are being considered. Student members shall not serve when the committee is acting on student appeals, except at the discretion of the appealing student. Two of the faculty members elected by the Academic Council and one of the elected faculty members shall serve for a two-year period. Student members shall serve for a one-year period.

Proposed Section (changes/additions underlined):

The committee consists of eight members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, two students selected by the Student Council, and one administrative member appointed by the Chancellor. Student members serve as members of the committee when new policy or policy revisions are being considered. Student members shall not serve when the committee is acting on student appeals, except at the discretion of the appealing student. Elected faculty members serve a two-year term with approximately one-half elected each year. Student members shall serve for a one-year period.

Section Number: 4.524  [Student Scholastic Performance Committee]

Present Section Wording:

Student Scholastic Performance Committee

Proposed Section (changes/additions underlined):

Student Scholastic Appeals Committee
Section Number: 4.524.1  [Student Scholastic Performance Committee]

Present Section Wording:

This committee recommends policies for individual student scholastic performance. The committee determines criteria for graduation with honors, scholastic deficiencies, admission, and method of student appeals. The committee shall consider and rule on all individual cases of appeal and shall report its findings to the Academic Council.

Proposed Section (changes/additions underlined):

This committee establishes procedures for individual student scholastic appeals. The committee shall consider and rule on all individual cases of appeal relating to student scholastic performance, including but not limited to: graduation with honors, probation and dropping from school, readmission after being dropped for scholastic reasons, and scholastic deficiencies and evaluation of credit. It shall report its actions to the Academic Council.

Section Number: 4.524.2  [Student Scholastic Performance Committee]

Present Section Wording:

The committee shall consist of seven members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, and two student members selected by the Student Council. Two of the faculty members appointed by the Academic Council and one of the elected faculty members serve a two-year period. The remaining faculty members and student members serve a one-year period.

Proposed Section (changes/additions underlined):

The committee shall consist of seven members: three faculty members elected from and by the Academic Council, two elected from and by the General Faculty, and two student members selected by the Student Council. Faculty members serve a two-year term with approximately one-half elected each year. Student members serve a one-year period.

Section Number: 4.533.1  [Security and Traffic Safety Committee]

Present Section Wording:

This committee makes recommendations to the Academic Council on policy pertaining to security and traffic safety. It oversees application of rules and regulations concerning campus security and traffic safety.

Proposed Section (changes/additions underlined):

The committee makes recommendations to the Academic Council on policy pertaining to security and traffic safety. It functions according to the principles stated in the Board of Curators' description of the UMR Traffic Safety Committee. It oversees application of rules and regulations concerning campus security and traffic safety.
Section Number: 4.533.2 [Security and Traffic Safety Committee]

Present Section Wording:

The committee consists of eight members: five elected from and by the General Faculty, two students selected by the Student Council, and ex-officio, the Director of Traffic Safety and Campus Security. Council and Faculty members serve for a two-year term with approximately one-half being elected each year.

Proposed Section (changes/additions underlined):

The committee shall be composed of the Director of Traffic Safety and such other members as shall be appointed by the Chancellor. The terms of the appointed members shall be determined by the Chancellor. The Chancellor shall designate one of the appointed members as Chairman.

Section Number: 4.535 [Tenure Committee]

Present Section Wording:

4.535.1 This committee is concerned with the tenure rights of faculty. It functions according to the principles stated in the Academic Freedom and Tenure Regulations adopted by the University of Missouri Board of Curators. It may also make recommendations for policy changes through the Academic Council to the Board of Curators.

4.535.2 The committee consists of faculty members as prescribed by the Academic Freedom and Tenure Regulations of the Board of Curators. There shall be no less than one faculty member elected from each School or College.

Proposed Section:

4.535.1 This committee is concerned with the tenure rights of faculty. It functions according to the Academic Tenure Regulations adopted by the University of Missouri Board of Curators. It may also make recommendations for policy changes through the Academic Council to the Board of Curators.

4.535.2. This committee consists of one member from each academic department whose faculty is eligible for tenure. Each departmental faculty shall, during the second semester of each academic year, elect one of its eligible staff to membership on the committee to serve for the following academic year, and also elect an alternate member who shall serve whenever the regular committee member is unable to serve.
Section Number: 4.53 (continued)

4.535.3 Members shall be elected from the eligible Professors on continuous appointment. If there are no eligible Professors within a department, then the members shall be elected from the eligible Associate Professors. Deans, Associate or Assistant Deans, Department Chairmen, and other persons who devote a substantial portion of their time to administrative duties shall not be eligible for membership on the committee.

4.535.4 During the second semester of each academic year, the committee shall place the names of three of its members in nomination before the General Faculty for election to two year terms on the University Faculty Committee on Tenure. In the general election, each General Faculty member shall vote for two of the nominees. The nominee receiving the largest number of votes shall fill the position of member of the committee. The nominee receiving the next largest number of votes shall serve as the alternate member.

Section Number: 4.53: [Does NOT exist at present]

Present Section Wording:

Does not exist in the present BY-LAWS.

Proposed Section:

4.536 Tuition and Residence Committee

4.536.1 This committee assists the Cashier, when requested, in determining the residence status of a student relative to the required non-resident tuition fees established under the applicable regulations of the Board of Curators. The Committee also considers properly filed appeals by students taking exception to the Cashier's ruling relative to their residence or tuition status.

4.536.2 The committee consists of three faculty members and three administrative members appointed for a one-year term by the Chancellor, who shall designate one member as Chairman.
Section Number: 4.600  [Special Committees]

Present Section Wording:

Special Committees may be named from time to time, as needed, by the General Faculty, Academic Council, Schools, Colleges, and Departments.

Proposed Section (changes/additions underlined):

Special Committees may be named from time to time, as needed, by the Chancellor, General Faculty, Academic Council, Schools, Colleges, and Departments. However, when the faculty or the administration establishes any committee having campus-wide responsibilities or authority, they shall file with the Secretary of the Academic Council a statement specifying the responsibilities, authority and composition of the committee, together with a list of current members. A catalog of such existing committees shall be circulated to the faculty annually by the Secretary of the Academic Council.
Dear Mr. Wright:

At the October 19 meeting of the Academic Council, approval was granted for use of certificates at UMR. The Resolution calls for certificates to be awarded only for non-degree programs, where students are not seeking a degree and are leaving school, and only upon the student's request. The description of two categories of certificates is as follows:

1. Certificates of 1 or 2 years of "General Academic Study" at UMR. The award of these certificates shall be based on the successful completion of a minimum number of credit hours as recommended by the UMR curricula committee and approved by the Academic Council.

2. Certificates of 1 or 2 years of "Academic Study" at UMR in the College of Arts and Sciences, the School of Engineering, and the School of Mines and Metallurgy. The award of these certificates shall be based on the successful completion of a minimum number of credit hours from a list of courses recommended by the individual college or school curricula committees and approved by the UMR curricula committee and the Academic Council. (For example, the School of Engineering might award a Certificate of Technology or the College of Arts and Sciences might award a Certificate of Liberal Arts.)

A second motion was inacted requesting that your office provide a judgment as to the legality of awarding such certificates. I look forward to hearing from you at the earliest possible time.

Sincerely yours,

Lance Williams, Secretary
Academic Council

cc: Carl Muhlbauer, Chairman
Admissions and Academic Standards Committee

LW/mp
MEMORANDUM TO: Dr. Lance Williams, Secretary  
Academic Council

FROM: J. C. Pogue

SUBJECT: Vesting

Lance, listed below is the basic information that I presented orally at the Academic Council meeting on Thursday, October 19.

1. The present retirement fund of the University is approximately 40 million dollars.

2. The interest from this fund now pays all annual retirement benefits.

3. The present retired payroll is approximately one million dollars annual.

4. To provide full vesting at five years with no derivative benefits would necessitate an additional annual expenditure of $520,900.

5. To provide full vesting at five years with derivative benefits would necessitate an additional annual expenditure of $1,050,000.

6. To provide graduated 5-10 year vesting with derivative benefits would necessitate an additional expenditure of $500,000.

7. Approximately five years ago when the University adopted ten year vesting, five year vesting was considered but was rejected by both the actuary and staff benefits committee.

8. At the May meeting of the Staff Benefits Committee in 1972, five year vesting was again considered and rejected.

In requesting the costs of various alternatives of vesting (see items numbered 4, 5, and 6 above), the University provided (as I understand it) no special or qualifying bits of information to the actuary, but did ask for and did receive the costs of those three types of vesting. It is my understanding that it is the actuary's responsibility to assemble all necessary information relative to actuarial studies--a function of his employment by the university. He has or has access to all personnel information relative to the University of Missouri; he is provided whatever additional information he requests. But it is his responsibility to make the study and to provide the University with requested information.
If there should be additional information that the Academic Council wishes concerning its earlier resolution, I will be pleased to seek the information if at all possible. Also, as a representative of this campus on the Staff Benefits Committee, I am available to represent the faculty on that committee.

J. C. Pogue

cc: Dr. Dudley Thompson
Memorandum To: Dr. Efton Park, Chairman  
Security and Traffic Safety Committee  

From: Dudley Thompson, Dean of Faculties  

RE Warning Tickets

Efton, during a recent visit to the UMC campus, I parked in an area which had been used for visitors for some years. In fact, the sign was still there. However, the pattern of traffic flow and visitor's parking area had recently been changed. When I returned to the car I found a distinctive warning notice which was courteous and informative. Possibly the committee would like to consider and recommend to our campus police something of a similar nature.

DT:jap

Enclosure

cc: Chancellor Merl Baker  
Mr. J. D. Wollard  
Dr. Otto Hill  
Dr. Lance Williams  
Mr. Kelly Gibbons
TRAFFIC VIOLATION WARNING

Your attention is invited to the Campus Traffic Regulations publication, obtainable at the Traffic Safety and Security office, 900 Conley Avenue.

Under normal circumstances, a Traffic Ticket would be issued to this vehicle, which is parked in violation of regulations.

VIOLATIONS

1. ILLEGAL PARKING
   a. Parking in area in which permit is required without having a permit.
   b. Parking in area in which permit does not apply.
   c. Parking in area not designated as parking area.
   d. Parking in visitor’s space or space reserved for special purpose.

2. IMPROPER PARKING
   a. Parking over lines.
   b. Overtime parking in space with limited parking.
   c. Parking in loading zone.
   d. Parking in driveway.
   e. Parking in any entrance to University grounds.
   f. Sticker improperly displayed.

However, as a traffic educational courtesy warning, this notice which bears no penalty is left due of a traffic ticket.

Your future cooperation is kindly solicited.

Campus Police
Memorandum To: Faculty Members Addressed
From: Dudley Thompson, Dean of Faculties
RE Special Faculty Committee

You are cordially invited to serve on a special faculty committee to prepare a Resolution on the death of Dr. Donald L. Frizzell to be presented at the November 16, 1972, Academic Council Meeting. Sample "Resolutions" are enclosed for your guidance.

Professor Ray E. Morgan, Chairman
Dr. Alfred C. Spreng
Mr. John W. Koenig

[Signature]

DT/dr
Enclosures
cc: Chancellor Merl Baker
    Dean A. H. Daane
    Dr. Otto H. Hill
    Dr. Lance Williams

Telephone 314 341-4138
Memo To: Chancellor Merl Baker
       Dr. John Dahm
       Dr. Lance Williams
       Dr. Otto Hill

From: Henry Berek

Subject: Association of Graduate Student's Representatives

The following are the departmental addresses of the A.G.S. representatives to the Academic Council and various Committees:

ACADEMIC COUNCIL: (2)

James Wroblewski  Chemistry  P.O. Box 1042, Rolla  364-4544  341-4478
Michael Hardie  CE  364-4544  341-4478

COMPUTER CENTER: (1)

Clarence Miller  Comp. Sci.  364-5391

FACILITIES PLANNING: (1)

John Howard  Eng. Management  364-7721

RULES, PROCEDURES AND AGENDA: (1)

John Lee  Eng. Management  364-8749

LIBRARY: (1)

Stephen Malinowski  Physics  364-9956  303 Farrar Hall  341-4953, 341-4799

LIASON: (2)

Henry Berek  Physics  364-1949
Robert McDaniel  Chem.  364-1723
PLACEMENT ADVISORY COMMITTEE: (1)

Henry Berek
Physics
364-1949

Henry Berek
MEMORANDUM TO: Lance Williams, Secretary
Academic Council

FROM: Robert H. McFarland, Dean
Graduate School

RE: Research Policy Committee

Lance, the recommendation of the Academic Council was as follows:

"The existing Research Policy Committee should be discharged with thanks. The Dean of the Graduate School will charge the Graduate Faculty Council with the responsibility for constructing a Research Policy Committee from among its membership and any other faculty or administrative staff that it deems desirable. At least one member shall be from the Academic Council. The duties, responsibilities and authority of the committee, along with a statement of its current membership, shall be forwarded to the Secretary of the Academic Council. The Academic Council shall refer to this Research Policy Committee any appropriate business placed before it upon which it needs advice and counsel."

The Graduate Council met and adopted the design which I subsequently forwarded to you. Louis Grimm is a member of that Council where numbers and other criterion were discussed. Louis was present at the Graduate Council when the current membership was approved. No discussion of extending the membership to six members was suggested.
I believe in all fairness the Academic Council delegated the design of the Committee to the Graduate faculty. The design is not a part of the Academic Council by laws as the former Research Committee was the Chancellor's Administrative Committee and not mentioned in the by laws. Since the Graduate faculty has spoken and raised the proposed Graduate Faculty numbers specifically from 3 to 4, I would not propose to respond to a single members' proposal that it be 6. It could as well be 5 or 7.

Enclosed is a memo relative to this point to Otto which may be useful as background.

RHM:ge

cc: Otto Hill
    Dudley Thompson

Enclosure
MEMORANDUM TO: Otto Hill, Professor Physics
FROM: Robert H. McFarland, Dean Graduate School
RE: Research Policy Committee

Otto:

I guess I disagree with your memo of September 29, 1972. First, the charge of the Academic Council is:

"The existing Research Policy Committee should be discharged with thanks. The Dean of the Graduate School will charge the Graduate Faculty Council with the responsibility for constructing a Research Policy Committee from among its membership and any other faculty or administrative staff that it deems desirable. At least one member shall be from the Academic Council. The duties, responsibilities and authority of the committee, along with a statement of its current membership, shall be forwarded to the Secretary of the Academic Council. The Academic Council shall refer to this Research Policy Committee any appropriate business placed before it upon which it needs advice and counsel."

and this was a recommendation to the Chancellor for him to discharge the research committee and have one formed in the Graduate School. The provisions, however, were carefully followed in at least as much detail as was provided by the Academic Council.
The requirement you have spoken to is included in the composition of the membership of the Research Committee which specifically includes the Dean of the Graduate School who is also an ex officio member of the Academic Council. As you say, the requirement has been more than met. If now the Academic Council wishes to be more specific in its directions to include two of its members, I'm sure the Graduate Council would take that under consideration.

Further, while we are all learning, there was nothing in the action of the Academic Council which indicated either the specific wording or deadlines for action which have subsequently developed relative to this item. Perhaps this should be considered in future actions. Also, it is my understanding that Dean Thompson is to act for Chancellor Baker in implementing recommendations of the Council to him. While I have no objection personally to the informal approach followed here, (I have had communications with three different people with as many different notions of what should be done.) I feel that the Academic Council could be more effective working through a focal point in the administration. My actions last Spring were self initiated based solely on the minutes which again involved only a recommendation.

Louis Grimm is a member of the Graduate Council where the tentative list of names were presented, modified, and adopted, I have no knowledge of his second thoughts.

Because of the compliance which does indeed exist and which was apparently overlooked by the Academic Council, I plan no further action.

RHM:ge

cc: Dean Dudley Thompson
Memorandum To: Dr. Efton Park, Chairman  
4.533 Security and Traffic Safety Committee  

From: Dudley Thompson, Dean of Faculties  

RE Academic Council Resolution on Parking Decals, September 24, 1972

In response to the Resolution of the Academic Council, September 24, 1972, Chancellor Baker asked that Joe Wollard and I see that the resolution is resolved to the reasonable satisfaction of the faculty.

What constitutes reasonable satisfaction of the faculty is in need of clarification and agreement. Chairman Otto Hill has suggested that the charge of clarification and agreement be given to the Security and Traffic Safety Committee and that the committee be asked to design, via resolution, a procedure that enables faculty and staff members to designate, when they apply and furnish their current address, whether they wish to submit payment by check (upon application) or authorize monthly payroll deductions. It was further suggested that Roger Ziemer, a member of the S&TSC, could present such a resolution, acting as floor manager.

Please advise if Joe and I may assist the committee in responding to this charge.

DT/jp

cc: Chancellor Merl Baker  
Mr. J. D. Wollard  
Dr. Otto Hill  
Dr. Lance Williams  
Mr. Kelly Gibbons
Memorandum To: Dr. Otto Hill, Chairman
         Academic Council

From: Dudley Thompson, Dean of Faculties

RE Academic Council Resolution on Parking Decals, September 24, 1972

The resolution, passed by the Council on September 24 concerning parking decals, has been brought to the Chancellor's attention and he has asked Mr. Wollard and me to resolve this to the reasonable satisfaction of the Faculty.

The minutes reflect the fact that several facets were considered during discussion at the meeting and that a clear cut expression of an optimum method was not recorded.

What constitutes reasonable satisfaction of the Faculty, in this matter, is in need of clarification and agreement. May I suggest that you designate one of the Council's officers or members to meet with Joe and me on this.
Lance Williams  
Secretary, Academic Council  
University of Missouri--Rolla  
Rolla, Missouri 65401  

Dear Sir:

I have been selected by Student Council President, Gerry Wappelhorst, to serve as one of the student members of Student Awards and Financial Aid Committee and the Student Scholastic Performance Committee. As of yet I have not heard of meeting dates, etc. I do not know the names of these committee chairmen. Could you please help me out.

Thank you for your time and efforts.

Sincerely,

Rosemary Rois  
Secretary, UMR Student Council

Rosemary Rois
Secretary, UMR Student Council

Lance Williams
Secretary, Academic Council
University of Missouri--Rolla
Rolla, Missouri 65401
TO: Lance Williams, Secretary  
Academic Council  

FROM: Chief Kelly E. Gibbons  
University Police  

REGARDING: Academic Council Resolution  

Reference is made to your memo dated September 1, 1972, and to memo from this office to Business Officer dated September 6, 1972, a courtesy copy of which was forwarded to your office.

This department, unfortunately, cannot accept the recommendation of the Academic Council that parking permit decals be mailed to purchasers.

Based on the rationale provided in this department's September 6, 1972, memo to the Business Officer, the procedures currently in effect, requiring that decals be paid for and picked up at this department will remain in effect.

You may rest assured that if in the future the situation changes so as to allow parking permit transactions by mail, this department will adopt such a procedure.

Your interest in the operation of the department is appreciated.

KEG/JPO: bh  
cc: Dean Dudley Thompson  
Mr. Joseph D. Wollard
Dr. A. G. Unklesbay  
Vice-President for Administration  
The University of Missouri  
University Hall  
COLUMBIA (via courier)  

Dear Dr. Unklesbay  
Enclosed find an agenda packet and the minutes of the Academic Council for August 1972. Otto Hill suggested you might appreciate having this information monthly, direct. If you will apprise me of your wishes I will happily respond.  

Sincerely  

[Signature]  

Lance Williams, Secretary  
Academic Council (UMR)
TO: Mr. Joseph D. Wollard  
Business Officer

FROM: Chief Kelly E. Gibbons  
University Police

REGARDING: Academic Council Resolution

The attached memorandum announces a resolution approved by the Academic Council and requires response from this department. The Council neither requested nor received input from the University Police prior to approval of the resolution.

Mailing of the 1972-73 parking permit decals to purchasers is not feasible.

1. The department has not budgeted for the $45.00 required to mail decals to students and others who cannot be reached by campus mail.

2. The department is clerically understaffed for the present workload. The envelope stuffing and other work involved in the process of issuing a possible 2400 permits by mail would require additional clerical personnel.

3. The confusion which took place last year, when decals were mailed to faculty and staff, required re-issue of decals which were "lost" in campus mail or misplaced by the various departments. These problems will be alleviated if individuals purchasing decals pick them up at this department.

4. The department can accept no responsibility for parking fees or decals lost in the mail should the practice of mailing decals be required of this department.

Based on the above rationale, the department chooses to retain the procedure previously announced, whereby personnel purchasing parking permits pay fees and pick up decals at the University Police Department.
Your comments on the resolution and this reply, and your recommendations for further action, if any, are requested.

cc: Dean Dudley Thompson
    Lance Williams

Enclosure
Dr. Otto Hill, Chairman  
Academic Council  
Materials Research Center  
University of Missouri - Rolla  
Rolla, Missouri  65401  

Dear Otto:

The Committee of Deans at its May 30 meeting proposed changes in the requirements for students who seek two baccalaureate degrees in any two fields and refers these with recommendation for favorable consideration to the Academic Council for appropriate action.

The purposes of the proposed change, which requires faculty approval, are to reduce constraints (e.g., minimum of 30 hours; only one degree can be awarded at a commencement) and to permit departments to determine that degree requirements have been met for that department. The Dean of the School/College would, of course, have to approve.

As you have been advised, the catalog is printed once every two (2) years and current stock is about exhausted. At this time, revision of the current catalog has been authorized to begin immediately with the final corrected copy to be submitted to the printer on August 15. I am asking Mr. Cress to include the proposed statement. If the Council does not concur and recommend to the Chancellor for approval, then it will be removed or revised.

Attached is the current situation listed on page 66, paragraphs 2, 3, 4, "Manual of Information," June, 1972. (This statement is not listed in the present 71-73 catalog).

It is proposed that the statement shown on the attached be substituted, therefor.

DT/mlo  
Enclosure  

cc: Chancellor Merl Baker  
Dean H. Q Fuller  
Dean J. S. Johnson  
Dean R. H. McFarland  
Dean T. J. Planje  
Dr. Lance Williams  
Mr. R. B. Lewis  
Mr. Dudley Cress  
Mr. P. E. Ponder
CURRENT:

"Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit will be at least 30 semester hours in excess of that required for one degree.

When requirements for a degree in two departments have been completed without either degree being awarded, you will receive one degree at a commencement and will receive a statement that the work has been completed for the additional degree which will be granted at some following commencement.

Only one degree shall be awarded to any person at a given commencement. In case you have completed the work for more than one degree, you will be given the lower degree and a certificate covering the work for the higher degree, and the higher degree will be conferred at the next commencement."

PROPOSED:

"Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit required for the second baccalaureate degree will be determined by the academic department which offers the curriculum leading to the second degree. A statement of the specific course and hour requirements will be forwarded by the Chairman to the Dean of the School, for his approval. The statement will then be forwarded to the Registrar and constitute the official requirement for the second degree."
Memorandum

To: Deans, Department Chairmen, Directors

From: Dudley Thompson, Dean of Faculties

RE 1973-75 UMR Catalog

Preparation on the 1973-75 UMR Catalog [Graduate and Undergraduate] has been authorized to begin immediately and FINAL CORRECTED COPY WILL BE SUBMITTED TO PRINTER ON August 15, 1972. Delivery of new revised catalogs is anticipated around the first of November.

Depletion of supply of the two-year 1971-73 catalogs is the reason for the advancement in date of the preparation of the new catalog. Fall visits to high schools and College Days emphasize the need for immediate preparation and printing of a revised catalog.

Mr. Cress has been asked to expedite preparation of copy and in so doing to work closely with those responsible for preparation of current information.

You are requested to give Mr. Cress your full cooperation in this effort. If you have questions, please direct them to this office.

DT: cc

cc: Chancellor Merl Baker
    Mr. Dudley Cress
    Mr. Robert B. Lewis
    Mr. Paul E. Ponder
    Mr. Joseph D. Wollard
    Dr. Otto Hill
    Dr. Lance Williams
Dr. Otto H. Hill, Chairman  
Academic Council  
Materials Research Center  
University of Missouri - Rolla  
Rolla, Missouri 65401

Dear Otto:

Your request to Chancellor Baker for secretarial help has been given careful consideration with respect to (1) immediate and (2) long-range solutions.

For the immediate present two sources of secretarial help were suggested in the discussion which we held with Dean Fuller and Bill Andrews: (1) Lance's department for routine and (2) my office for peaks or overloads. Presumably your department also will render some assistance.

Because there is currently zero unallocated S&W funds, the addition of secretarial help exclusively for the Academic Council for the 1972-73 fiscal year is not a realistic possibility. For the time being the policy stated by the Chancellor to the Deans on May 26, 1971 appears to be the answer, i.e., "... as far as secretarial work is concerned that your offices, or the department chairmen's office, will make available necessary secretarial help for Bill and Lance..." While peak load help by the Registrar was suggested as a possibility last year, that office has since lost some three secretarial positions and is now directing all of its available efforts toward recruiting and increasing enrollment.

Looking to more permanent and satisfactory solution, I have included in the Legislative Budget request a 0.5 FTE Secretarial position which would be assigned annually to the department of which the secretary of the Council was a member of the faculty. Also request was made for an E&E account which would cover necessary travel, supplies and xerox. Increases were projected over a five-year period. Separate S&W and E&E accounts were recommended. Possibilities were explored concerning the inclusion of these items in the 1972-73 General Operating Budget. However, under current constraints on this budget the prognosis was negative.
In summary, routine secretarial help is to be sought at present from the Departments of Social Sciences and Physics and possibly from the Dean of Arts & Sciences. Assistance for peaks and overloads may be sought from this office. Hopefully, the Council can look forward to assigned secretarial help and expense funds although they cannot be made available at this time.

Sincerely,

Dudley Thompson
Dean of Faculties

DT/mlo

cc: Chancellor Merl Baker
    Dean H. Q. Fuller
    Dr. Marvin Cain
    Dr. Laird Schearer
    Dr. Lance Williams
    Dr. Bill Andrews

Information: Dean J. S. Johnson
              Dean T. J. Planje
              Dean R. H. McFarland
              Mr. J. D. Wollard
Dr. Otto Hill, Chairman
Academic Council
Materials Research Center
University of Missouri - Rolla
Rolla, Missouri 65401

Dear Otto:

The Committee of Deans at its May 30 meeting proposed changes in the requirements for students who seek two baccalaureate degrees in any two fields and refers these to the Academic Council for appropriate action with recommendation for favorable consideration. It is the hope of COD that action might be taken at the first meeting of the Council in the Fall 1972 semester.

Attached is a copy of the proposed change and a copy of the requirements which would be changed if affirmative action is taken.

Please let me know if there are questions, I will be glad to discuss with you or others.

Sincerely,

Dudley Thompson
Dean of Faculties

DT/mlo
Enclosure
cc: Chancellor Merl Baker
Dean H. Q Fuller
Dean J. S. Johnson
Dean R. H. McFarland
Dean T. J. Planje
Dr. Lance Williams

The text contains a letter from Dudley Thompson, Dean of Faculties, to Dr. Otto Hill, Chairman of the Academic Council, regarding changes proposed by the Committee of Deans for students seeking two baccalaureate degrees in any two fields. The letter includes an attachment of the proposed change and the current requirements, and mentions that action is hoped to be taken at the first meeting of the Academic Council in the Fall 1972 semester. The letter also asks for any questions to be discussed further. The letter is ended with a closing statement and the signature of Dudley Thompson.
Dr. Otto Hill, Chairman  
Academic Council  
Materials Research Center  
University of Missouri - Rolla  
Rolla, Missouri 65401  

Dear Otto:  

The Committee of Deans at its May 30 meeting proposed changes in the requirements for students who seek two baccalaureate degrees in any two fields and refers these to the Academic Council for appropriate action with recommendation for favorable consideration. It is the hope of COD that action might be taken at the first meeting of the Council in the Fall 1972 semester.

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Please let me know if there are questions, I will be glad to discuss with you or others.

Sincerely,

Dudley Thompson  
Dean of Faculties

DT/mlo  
Enclosure

cc: Chancellor Merl Baker  
    Dean H. Q Fuller  
    Dean J. S. Johanson  
    Dean R. H. McFarland  
    Dean T. J. Planje  
    Dr. Lance Williams

Dudley, I've just checked the UMR General Catalogue and find no mention of dual B.S. or B.A. requirements. This info should also be contained therein. I would suggest you draft a formal proposal for action similar to the one you have started, addressed to the AC and we'll put it on the Aug. 29, 1972 agenda as you propose to change it. Include how it reads now and how you propose to change it.  

Otto 1/1/72
"Manual of Information", 1971-72, p.66, par. 2, 3, 4

Proposed: Change to read as follows:

(par. 2) Combination curricula leading to two baccalaureate degrees can be arranged in any two fields. The amount of additional credit required for the second baccalaureate degree will be determined by the academic department which offers the curriculum leading to the second degree. A statement of the specific course and hour requirements will be forwarded by the Chairman to the Dean of the School, for his approval. The statement will then be forwarded to the Registrar and constitute the official requirement for the second degree.

Par. 3 - delete

Par. 4 - delete
Mike, I've tried to get in touch with you about Academic Council stationery costs and haven't been able to catch you. Cleo in our office has asked that I check on the amount of material you will be using. I think that I have taken care of all of the Academic Council stationery costs this year, and will be quite willing to continue through the end of this present year. I have done this, assuming that some other school or college will handle it next year, or that the university will provide for such costs in some other way.

Please go ahead and order what you need to complete the present year, and I'll be glad to take care of it from this office—but I wouldn't want to pay for the laying in of a stock to extend into the next year.

Adrian H. Daane

CC: Dr. Otto Hill
To: Dean Dudley Thompson

Re: Academic Council Resolution on Inter-campus Transfer

Dean--

The only action of the December Council that appears to need your or the Chancellor's attention is the resolution on inter-campus transfer (p. 3f.; II, 5.10).

Your help is appreciated.

Hance Williams, Secretary
Academic Council
To: Efton Park, Chairman, Security and Traffic Safety Committee

Re: Report of changes in parking regulations to the Academic Council (December 14, 1972 meeting)

Efton--

At the November 16 meeting of the Academic Council Ken Robertson said he had received a letter from your committee indicating some changes in the parking rules --about which he had raised issues earlier. Ken asked that your committee be requested to report the changes to the Council. Consequently you will be on the agenda for the December meeting.

If you would like to have any written material distributed to Council members with the agenda I will need 75 copies by December 6. If you would like any action from the Council it should be included in the agenda distribution.

Lance Williams, Secretary
Academic Council
TO: Professor Elizabeth Cogell  
RE: Female Student Affairs committee  

Liz  

This is to inform you of your election to the Sub-committee on Female Student Affairs by the Academic Council on November 16, 1972. 

Enclosed is the structuring resolution of May 1972 and you are the designated replacement for Jean Walker.

Lance Williams, Secretary  
Academic Council
Gabe

As you know, the Council voted on November 16 to recind the previous action separating University Day from National Merit Day. We also voted to have your committee make the choice of date for the unitary occasion. A report from you indicating which day it will be in 1973 will be the necessary response.

Enclosed is the material submitted to the Council relating to the action taken.
Bill Tietze  
KMSM  
Manager

Bill

Enclosed is a copy of the Academic Council agenda for the meeting of November 16, 1972. You will note it includes your request to consider the future of the student radio station. Since there is no action included in the material you sent me, your report is expected to be oral. The allotted time will be 10 minutes.

I would like to have a copy of the report for my use and records since the copy brought to me yesterday is in the hands of Dr. Otto Hill, Chairman of the Council.

Lance Williams, Secretary  
Academic Council

cc: Dr. Hill
To: Dean Dudley Thompson

Re: Academic Council Resolution on Computer Plans

Dean, the Council's resolution on computer plans was directed to the Board of Curators. Chancellor Baker indicated his support with his vote and his willingness to transmit the desires of the faculty at UMR for University administrative and Curator consideration. I assume the missing element at this point is the verbatim account of the action voted.

It is:

RESOLVED, That the University of Missouri Board of Curators is respectfully requested by the University of Missouri-Rolla Academic Council to withhold any decision regarding the future of the UMR 360/50 until a thorough study of a 4-year plan has been completed and submitted to the UMR Computer Committee which compares the Model 50 with other terminal configurations in terms of cost, performance, and services to students and faculty.

Unanimously approved, October 19, 1972 (11,3.7)

Your assistance in transmitting this action is appreciated.

Lance Williams, Secretary
Academic Council
To: Dean Robert McFarland  
Re: Research Policy Committee (4.614)  

Dean  

At the September 21st meeting of the Academic Council the design report on the Research Policy Committee was introduced. Rather than approve it, the Council voted to continue the Report to October with the hope that it will be altered. The suggestion for change, from Louis Grimm, was to have six members of the Graduate Faculty rather than four Graduate Council members on the committee.

If you choose to revise the design we will need the report, in 75 copies, by October 12. If no change is made the prior report will be presented for acceptance and approval.

Lance Williams, Secretary  
Academic Council
To: Dean Dudley Thompson  
Re: Academic Council Resolution on Parking Decals

Dean--

The only item from last week's Council meeting that needs a direct response from Chancellor Baker is the decal resolution. The Academic Council respectfully requests the Chancellor to direct the Traffic Safety Office to send by Campus Mail the parking decals to Faculty and Staff.

My interpolation of this resolution would include a feeling that Kelly Gibbon's office has acted as an entity unto itself rather than a service extension of the institution's purpose--educating youth/people.

Although the time factor makes a positive response more difficult, I hope the wisdom of some kind of expression sympathetic with the object will be possible.

Lance Williams, Secretary  
Academic Council
To: Dean Dudley Thompson
Re: Supply sources for Academic Council 1972-73

Dean-

This is to confirm our conversation of yesterday regarding my request for support for the clerical needs of the Academic Council. I appreciate your efforts at arriving at a solution. I will contact Dean Daane to work out the details on his promise to provide supplies money. If the need for clerical help should occur I will contact you or Joe Wollard for possible aid.

We look forward to the possibility of funds for Academic Council requirements in the 1973-74 budget.

Your efforts are appreciated.

Lance Williams, Secretary
Academic Council

cc: Otto Hill
MEMORANDUM TO: Dean Dudley Thompson

RE: Academic Council Costs: Clerical, Paper Resources

During 1971-72 we used 24,000 sheets of paper, 72 stencils, and @ 4,800 xerox copies. In addition, the College of Arts and Sciences paid $36.44 for Quik-copy services. Bill Andrews' department bore $146 in xerox costs, the School of Engineering provided me 12 reams of paper, 1 ream of Xerox paper, one package of stencils, 12 large three ring binders, and sundry clerical supplies. The Civil Engineering and Social Sciences departments provided the clerical support.

Since any contingency funds available on Campus reside with the administrative offices located in Parker Hall, I am appealing to you for some resources of supply to fulfill my duties as Secretary of the Academic Council. To this point in the 1972-73 year I have not asked for any supplies other than the Quik-copy costs you provided for the August agenda.

Would you please make some arrangement for me to obtain supplies or funds to purchase them in order that I will not impinge upon the Social Sciences Department's meager E&E monies?

Sincerely,

Lance Williams, Secretary
Academic Council

cc: Otto Hill
To: Kelly E. Gibbons, Chief
University Police

Re: Academic Council Resolution of August 24, 1972

At its September meeting the Academic Council approved a resolution "requesting the Office of University Police mail 1972-73 parking decals, when available, upon receipt of the fees". You may respond to the request through the auspices of the Chairman or Secretary of the Council or administrative channels. We look forward to hearing from you at your earliest convenience.

Lance Williams, Secretary
Academic Council

cc: Dean Dudley Thompson
Administrative Coordinator
MEMORANDUM TO: Chancellor Merl Baker  
Chancellor's Liaison Chairman

FROM: Lance Williams

RE: Annual Reports

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.

Lance Williams, Secretary  
Academic Council

LW/jt
MEMORANDUM TO: Charles Hatfield  
Faculty Conduct Chairman  

FROM: Lance Williams  

RE: Annual Reports  

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.  

Lance Williams, Secretary  
Academic Council  

LW/jt
MEMORANDUM TO: Chuck Remington  
Student Conduct Chairman  
FROM: Lance Williams  
RE: Annual Reports

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.

Lance Williams, Secretary  
Academic Council  

LW/jt
MEMORANDUM TO: Bob Wolf  
Security and Traffic Safety Chairman  

FROM: Lance Williams  

RE: Annual Reports  

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.

Lance Williams, Secretary  
Academic Council  

LW/jt
MEMORANDUM TO: Ron Carmichael, Budgetary Affairs Chairman

FROM: Lance Williams

RE: Annual Reports

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.

Lance Williams, Secretary
Academic Council

LW/jt
MEMORANDUM TO: Otto Hill  
Rules, Procedures and Agenda Chairman

FROM: Lance Williams

RE: Annual Reports

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.

Lance Williams, Secretary  
Academic Council

LW/lt
MEMORANDUM TO: J. Kent Roberts  
Faculty Awards Chairman  

FROM: Lance Williams  

RE: Annual Reports  

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.  

Lance Williams, Secretary  
Academic Council  

LW/jt
MEMORANDUM TO: Dean Robert McFarland  
Facilities Planning and Honorary Degrees Chairman

FROM: Lance Williams

RE: Annual Reports

Academic Council records do not as yet include the annual report from your committee. Would you please provide me with one as soon as possible for the compilation and binding? Thank you.

Lance Williams, Secretary  
Academic Council

LW/jt
November 28, 1972

Mrs. John E. Schwartz
1599 Iowa Avenue
Bend, Oregon 97701

Dear Mrs. Schwartz,

The following resolution is sent you on behalf of the faculty of the University of Missouri-Rolla in memory and tribute to our beloved scholar colleague Don L. Frizzell.

We extend our deepest sympathies to you and our deep felt loss from his death.

Lance Williams, Secretary
Academic Council/UMR

LW:jlt
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