1-1-2002

Faculty Senate Minutes 2001 - 2002

Missouri University of Science and Technology Faculty Senate

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To: U.M.R. Faculty

Academic Council Meeting
Thursday, June 20, 2002
204 McNutt; 1:30 P.M.

I. Approval of minutes of the April 18, 2002 meeting

II. Approval of minutes of the April 25, 2002 meeting

III. Reports and Responses
   A. President’s Report
   B. Chancellor’s Report
      1. Questions and Answers (5 minutes)
   C. Provost’s Report
      1. Questions and Answers (5 minutes)

IV. Reports of Standing and Special Committees
   A. Curricula
      1. May Report *
   B. Promotion and Tenure
   C. Public Occasions *
   D. Rules, Procedures and Agenda
   E. Budgetary Affairs
   F. Student Affairs
      1. Chi Alpha Constitution *
      2. Objectivism Club Constitution *

V. Old Business
   A. Action Items
      1. Resolution of Video Distance Learning
      2. Number of Academic Dishonesty Cases Referred to Provost’s Office

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an equal opportunity institution
VI. New Business and Announcements

A. Staff Council
B. Student Council
C. Graduate Students Council
D. Referrals
   1. State Legislator Contact Information

* Information distributed with agenda.
XXXI,8. The meeting was called to order at 1:30 P.M. by President Ralph Wilkerson. Roll call was taken, and absentees noted were: Craig Adams, S.N. Balakrishnan, Richard Brow, Greg Gelles, Patrick Quinta, Todd Hubing, Kurt Kosbar, Michael Meagher, Cesar Mendoza, Gary Mueller, Hal Nystrom, Marshall Porterfield, Tim Randolph, James Stone, H.L. Tsai, and Philip Whitefield.

There was a motion and second to approve the minutes of the meetings on April 18, 2002 and April 25, 2002. The Academic Council body voted unanimously to approve the motion.

I REPORTS AND RESPONSES

A. PRESIDENT’S REPORT – This report was presented by Academic Council President Ralph Wilkerson.

1. Topics discussed at the April IFC meeting were presented to the Academic Council.

   a. A committee has been formed to study rewording the recent change to the Collected Rules and Regulations 10.0303.A.9 by the Board of Curators.

   b. A UM System committee, chaired by Steve Lehmkuhle, has been formed to explore ways to reduce costs. Representatives from UMR are Y.T. Shah and Ralph Wilkerson. One of their charges is to examine academic program costs.

B. CHANCELLOR’S REPORT - This report was presented by Steve Malott.

1. The Chancellor has been keeping employees informed of budget updates via recent newsletters.

2. Fiscal year 2001 ended with a total withholding of $4.4 million. $3.9 million will be paid back through $1 million in supplemental fees, $1.4 million VERIP cost savings, and $1.5 in other cost savings.

3. Fiscal year 2002 will bring no salary increases, reduced maintenance and a tuition increase to absorb a 10% cut equaling $5 million.
C. PROVOST'S REPORT – This report was presented by Harvest Collier.

1. It is important to contact legislators to convey your feelings about the cuts Higher Education is being forced to absorb.

2. Freshman admissions are up by 11%, transfer student admissions are up 24%, and graduate student admissions are up 40%. We need to assure people that UMR is open for business, despite the grim headlines.

3. Distance Learning enrollments are also increasing. There will be 47 Internet classes offered during the Fall 2002 semester. Four degree programs are available. Distance Education is offering “free tryouts” of the four video classrooms to interested parties.

4. $23.2 million research dollars have been awarded so far this year. Indirect recovery is $4.5 million.

5. Undergraduate Studies is focusing on improving retention rates by good advising and using a common freshman “experience” class. Insight and ideas are welcome.

6. Faculty positions left open by retirement and resignations will be filled based on current workload.

7. Reported cases of Academic Dishonesty are few. Most cases could probably be eliminated by implementing a first-year class on ethics.

2 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. CURRICULA - This report was presented by Tom Schuman.

1. There was a motion and second to approve course changes generated from the May 2002 meeting. The motion was approved.

B. PROMOTION AND TENURE – This report was presented by Jeff Cawlfield.

1. Three matters were referred to the Promotion and Tenure Committee during 2001-2002. The committee recommended making three changes in the recommendations of the Academic Council Tenure Committee concerning Joint Appointments, Appeal Process, and Midterm Tenure Review.

C. PUBLIC OCCASIONS – This report was presented by Kelvin Erickson.

1. There was a motion and second to approve a change in the Public Occasions Calendar for 2002-2003, moving Open House to Good Friday. The Academic Council body voted to accept the calendar change.

D. RULES, PROCEDURES AND AGENDA (RP&A) - This report was presented by Don Myers.

1. Discussion regarding the proposed changes in the Faculty Bylaws has been delayed until September when faculty are on campus, with the possibility of voting on the
proposed changes in December 2002. Faculty input is being sought regarding the proposed changes. Please send your comments to acadcoun@umr.edu

E. BUDGETARY AFFAIRS – A report was not presented.

F. STUDENT AFFAIRS – This report was presented by Mark Potrafka.
   1. There was a motion and second to recognize Chi Alpha. The motion passed.
   2. There was a motion and second to recognize the Objectivism Club. The motion passed.

3 OLD BUSINESS

A. ACTION ITEMS
   1. Resolution of Video Distance Learning is on hold until the resolution of the UM System Copyright Policy.
   2. Academic Dishonesty Cases

4 NEW BUSINESS

A. STAFF COUNCIL – No report presented.

B. STUDENT COUNCIL – No report presented.

C. GRADUATE STUDENT COUNCIL – No report presented

D. REFERRALS
   1. Academic Council President Ralph Wilkerson has sent information about contacting state legislators to all campus employees via e-mail.
   2. Refer Board of Curators Policy 10.030.A.9 regarding faculty salary adjustments to the Personnel Committee for clarification.

There was a motion to adjourn, with a second, motion carried at 2:30 P.M.

Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official notification and documentation of actions approved.
The UMR Campus Curricula Committee recommends to the Academic Council that the curriculum changes and degree proposals on the following DC forms be approved.

**Approved DC forms:**
DC 0006 Engineering Management. Curriculum change approved for FS2002. All Eng Mgt lower level courses shall require a "C" or better grade in order for the courses to count toward graduation requirements.


DC 0008, College of Arts & Sciences. Approved degree requirements for FS2002. In the College of Arts and Sciences, a minimum of 130 hours were required for a BS degree. This requirement has been changed to: A minimum of 124 hours are required for a BS degree.

DC 0009, Geological & Petroleum Engineering, approved for WS2003. This statement was added to the Ge Eng and Petr Eng Freshman Year curriculum and to the Freshman Engineering Program information:

FRESHMAN YEAR (See Freshman Engineering Program) Students planning on majoring in petroleum or geological engineering should take a 3 hour elective in chemistry, geochemistry, or biology in the freshman year, in addition to Chem 001, 002, and 004.

The UMR Campus Curricula Committee recommends to the Academic Council that the curriculum changes and course changes on the following CC forms be approved.

CC1 5226, Etymology 106, Introduction to Etymology. Removed from the table. Approved for WS2003. Change in course number from 106 "TO" 306. Change in prerequisites from None "TO" Any foreign language course or English 020.

CC 5325, Etymology 200, Special Problems. Approved for FS2002. Change in prerequisites from Etymology 106 "TO" Consent of Instructor.
CC 5326, Chemical Engineering 362, Pollution Prevention via Process Engineering. Approved for WS2003. Change in description to: To arrive at environmentally benign process design, each processing system will be considered as a connection of elementary units. Systematic methods capitalizing on synergistic process integrations will be employed. Linear, nonlinear and integer optimization, mass/heat exchange networks, and reactor and reaction networks will be used.

CC 5327, Nuclear Engineering 333, Health Physics. Approved for FS2002. Change in course title "TO" Applied Health Physics "FROM: Health Physics. Change in credit hours from 2 hours lecture "TO" 3 hours lecture. Description changed to: Radiation sources; external and internal dosimetry; biological effects of radiation; radiation protection principles; regulatory guides; radioactive and nuclear materials management.

CC 5328, Nuclear Engineering 335, Radiation Protection Engineering. Approved for FS2002. Change in description to: Radiation fields and sources including nuclear reactors, radioactive wastes, x-ray machines, and accelerators. Stopping of radiation (Charges particles, photons, and neutrons) by matter. Radiation transport methods. Radiation shielding design. Dose rate calculations. Biological effects of radiation. Regulatory guides. (10CFR20) Editorial change: The requested change in prerequisite to include Nu Eng 201 was deleted. Courses listed as prerequisites should be offered twice as an experimental course and assigned a hard course number.

CC 5329, Engineering Management 000. Approved for FS2002. This CC form changes prerequisites for the following courses: Eng Mg 211, 230, 251, 252, 260, 282, 265. Added to their prerequisite: Requires a "C" or better.

CC 5330, Nuclear Engineering 306, Reactor Operation. Approved for FS2002. Change in course title from Reactor Operation "TO" Reactor Operation II. Change in description to: The operation of the training reactor. The program is similar to that required for the NRC Reactor Operator's license. Students from other disciplines will also benefit from the course. The requested change in prerequisite to include Nu Eng 201 was deleted. Courses listed as prerequisites should be offered twice as an experimental course and assigned a hard course number.

CC 5331, Mining Engineering 317, Mining Equipment Design and Maintenance. Approved deletion of this course for FS2002.


CC 5333, Mechanical Engineering 350, Integrated Product Development. Approved changes for FS2002. Change in credit hours from 2 hours lecture and 1 hour lab “TO” 1 hour lecture and 2 hours lab. Change in course number from Mc Eng 350 “TO” Mc Eng 358. Description changes: Add to present description, "Co-list with Eng Mg 358." Change in prerequisites from Ae Eng 25 or Mc Eng 208; Mc Eng 213; accompanied or preceded by Mc Eng 353; Eng Mg 375 or 385 “TO” Eng Mg 354 or Mc Eng 357.


CC 5338, Nuclear Engineering 101, Special Topics. Approved new course for FS2002. This initial form allows the Nuclear Engineering department to offer 100 level experimental courses.

For the information of the Academic Council, the following EC1 and EC forms have been submitted by the University departments for an experimental course that will be offered in the near future.

EC 1297, Mining Engineering 301, Commercial Pyrotechnic Operations. Removed from the table. Approved for FS2002. The committee added this prerequisite: Resident enrollment at UMR (e.g. not distance learning or internet based).

EC 1331, Metallurgical Engineering 301, Microfabrication Materials and Processes. Approved for WS2003. 3 credit hours. Prerequisites: Chem 1 or equivalent.

EC 1332, Mathematics 401, Introduction to Mathematical Logic. Approved for FS2002. 3 hours credit. Prerequisites: Math 305 or 306 or 307 or 308.

EC 1333, Mathematics 401, Introduction to the Meta-mathematics of Fuzzy Logic. Approved for FS2002. 2 hours lecture and 1 hour lab. Prerequisite: Math 405.

EC 1334, Geology and Geophysics 301, Paleoclimatology and Paleoecology. Approved for WS2003. 3 hours lecture. Prerequisite: Geo 227.

EC 1335, Engineering Management 301, Investment. Approved for FS2002. 3 hours credit. Prerequisites: Eng Mg 208 or 209 or 252 or equivalent.

EC 1336, Petroleum Engineering 401, Advanced Production Engineering. Approved for WS2003. 3 hours credit. Prerequisite: Pe Eng 316.


EC 1340, Nuclear Engineering 201, Reactor Operation I. Approved for WS2003. 1 hour credit. Prerequisites: Nu Eng 025 or Nu Eng 105.

EC 1341, Chemistry 401, Corrosion Chemistry and Engineering. Approved for WS2003. 3 hours credit. Prerequisites: Chem 243 or equivalent. Editorial change, this course is to be 400 level, 401. Circulated as a 301. Per Tom Schuman.

EC 1342, Engineering Management 401, Organizational Behavior Issues in the Age of E-commerce, the Internet, & Dotcoms. Approved for SS2002. 3 hours credit. Prerequisites: Eng Mg 211 or 313 or 314.

EC 1343, English 301, Advanced Writing for Science & Engineering III. Approved for WS2003. 2 hours credit. Prerequisites: English 160 and 260, or Graduate Standing.

EC 1344, Economics 401, Advanced Network Economy. Approved for FS2002. 3 hours credit. Prerequisite: Econ 221.

EC 1347, Chemical Engineering 301, Molecular Simulation in Engineering and Science. Approved for WS2003. 3 hours credit. Prerequisites: Cmp Sc 53, 73 or 74, Math 22.

EC 1350, Economics 201, Managerial Econ. Approved for FS2002. 3 hours lecture. Prerequisites: Econ 121 & 122.

J. Keith Nisbett
Chair, Campus Curricula Committee
PUBLIC OCCASIONS DATES FOR 2002-2003

Fall Career Fair ................................................................. Thursday, September 26, 2002
Fall Open House I ............................................................... Saturday, September 28, 2002
Rolla Night at the Engineer’s Club of St. Louis .................... Thursday, October 3, 2002
Student Council Free Day ................................................... Friday, October 4, 2002
Homecoming ................................................................. Friday & Saturday, October 11, 12, 2002
Family Day .............................................................. Saturday, October 19, 2002
Fall Open House II ............................................................. Saturday, November 9, 2002
Commencement* .......................................................... Saturday, December 21, 2002
Spring Career Fair ............................................................ Wednesday, February 12, 2003
Spring Open House I .......................................................... Monday, February 17, 2003
(President’s Day)
Science and Engineering Fair ........................................... Wednesday, March 26, 2003
Spring Open House II ........................................................ Friday, April 18, 2003
(1)
Commencement* .......................................................... Saturday, May 17, 2003

*Previously established as part of 2002-03 calendar

1Tentative, subject to approval at the June 20, 2002 Academic Council meeting; was Saturday April 5, 2003
Article I
The name of this organization will be Chi Alpha.

Article II
The local Chi Alpha chapter at the University of Missouri – Rolla is recognized with the National Chi Alpha Ministries organization within the Assemblies of God. Chi Alpha at UMR will be affiliated with First Assembly of God church in Rolla.

Article III
Purpose Statement: Chi Alpha is a national organization of students in higher education who unite to express the person and claims of Jesus Christ to their campus communities and call others into relationship with Him. We seek to be a balanced community of worship, fellowship, discipleship, witness and prayer.

Article IV
Membership:

Section 1: Regular Members
   i) Regular membership will include any UMR student who is interested in Chi Alpha, agrees with the mission of the organization, and has attended at least one meeting. Regular members will have the right to vote and hold office.

Section 2: Advisors
   i) Advisors may be administrative staff or faculty members at the University of Missouri – Rolla. Advisors must be approved by a simple majority vote of the regular members.

Section 3: Campus Minister
   i) Campus Minister must be appointed by the National Chi Alpha Ministries organization within the Assemblies of God. Campus Minister must be approved by a simple majority vote of the regular members.

Section 4: Removal of Membership
   i) A member may be removed from the organization if he/she fails to act in agreement with the purpose and mission of the organization or if he/she causes dissension among the other members of the group.
   ii) A member can be elected for removal by a motion from the floor at any regular meeting. The member will have opportunity for defense in the discussion. The member will be removed by a 2/3 vote of all members present at that meeting.

Section 5: Non-discrimination Policy
   i) Chi Alpha is a non-discriminatory organization.
University of Missouri-Rolla
Objectivism Club

Constitution

I. Name
The official name of this organization is the University of Missouri-Rolla Objectivism Club (UMR Objectivism Club), also referred to hereafter as “the club”.

II. Purpose
A. The primary purpose of the UMR Objectivism Club is to provide a structure and environment that allows interested persons to learn about and discuss the principles and applications of Objectivist philosophy.
B. A secondary purpose of the club is to increase awareness of Objectivist philosophy on the UMR campus.
C. A third purpose of the club, in conjunction with the second, is to recruit new members for the club with the aim of ensuring the survival of the club as a strong and active part of the campus community.

III. Membership
A. Membership is open to all interested students, faculty, and staff of UMR.
B. Membership classes:
   1. Regular members are those students who have paid dues for the current semester. Only regular members have the privilege to vote on club business, with the exception of motions to set dues. (See section VII).
   2. Associate members are any faculty or staff of UMR who wish to be members. Dues are not required of associate members.
   3. Advisors include any faculty or staff member who has been appointed as such by the executive committee of the club. It is desirable that any and all advisors be in agreement with the basic principles of Objectivist philosophy.
   4. Honorary membership may be conferred by the Executive committee on an alumnus or member of the community who wishes to be an active participant in the club.
C. Removal of membership:
   1. In the event of behavior that is disruptive or counterproductive to the purposes of the club, a motion to expel may be made by any regular member.
   2. If receiving a second, the motion is to be tabled until the next meeting. After untabling, discussion will proceed starting with the defense of the member named in the motion.
   3. A two-thirds vote of regular members present at the meeting is required for approval of the expulsion.

IV. Officers
A. Qualifications:
   1. Officers must be regular members in good standing with the club and the University.
   2. Officers should be in agreement with the basic principles of Objectivist philosophy.
B. All positions are held for a term of one calendar year.
The meeting was called to order at 1:30 P.M. by President Ralph Wilkerson. Roll call was taken, and absentees noted were: Craig Adams, S.N. Balakrishnan, Neil Book, Richard Bullock, Patrick Guinta, K.M. Issac, Michael Meagher, Marshall Porterfield, V.A. Samaranayake, Don Sharpsteen, H.L. Tsai, Philip Whitefield, and Paul Worsey.

1 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. CURRICULA – This report was presented by Thomas Schuman.

1. There was a motion and second to approve course changes generated from the April 2002 meeting.

2. Don Myers acknowledged the inconvenience caused by scheduling a special meeting to approve course changes. He commented that one of the primary responsibilities of Academic Council is to look after and approve the curriculum. He noted a concern on behalf of the Engineering Management department. The School of Management Information Systems and Engineering Management department agree that courses have overlap. The intention is that to start, students in the new school will take Engineering Management courses and in due time, these courses will develop their own personality and needs. As positions get reshuffled, Engineering Management has concerns about some of their basic courses that need to be kept in-house for ABET purposes. What are the plans administratively? Are there potentially some issues that are important both at the curriculum level and the administrative level?

3. Y.T. Shah responded that the new budget model gives credit to the faculty of the departments that teach the courses, and existing faculty will remain in place. Any hiring plans for the school will be based on student enrollment, and done methodically and carefully to not impact the existing departments.

4. Thomas Schumann commented that the Curricula Committee had a heavy agenda for the April meeting trying to make course changes and meet the deadline to make changes to the course book for Fall 2002.

5. Laura Stoll inquired if both the March and April Curricula reports were to be approved. The March report was approved at the regular Academic Council meeting on April 18.

6. Greg Gelles inquired if CC 5251 was included in the Curricula Committee report for April. CC 5251 was listed on page 2 of the report.

7. The motion to approve course changes generated from the April 2002 Curricula Committee meeting passed unanimously.
Meeting adjourned at 1:40 P.M., as there was no other business to be conducted.

Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official notification and documentation of actions approved.
The meeting was called to order at 1:30 P.M. by President Ralph Wilkerson. Roll call was taken, and absentees noted were: Craig Adams, S.N. Balakrishnan, Greg Gelles, Patrick Quinta, Michael Meagher, Mark Mullin, Hal Nystrom, Kristine Swenson, and Philip Whitefield.

There was a motion and second to approve the minutes of the February 21, 2002 meeting. The Academic Council body voted unanimously to approve the motion.

1 REPORTS AND RESPONSES

A. PRESIDENT’S REPORT – This report was presented by Academic Council President Ralph Wilkerson.

1. Topics discussed at the April IFC meeting were presented to the Academic Council.

   a. Curator Paul Steele reported on the selection process for the new UM System President. The Search Committee will consist of two Curators Professors or Distinguished Teaching Professors from each campus, with a chair chosen from the current IFC representatives.

   b. A draft of the Copyright Policy will be distributed to the faculty electronically through the General Faculty list serve. All comments should be directed to Steve Lehmkuhle with a copy to Ralph Wilkerson, Don Myers or Lenn Koederitz.

   c. The state budget is a topic of concern. UM President Manuel Pacheco spoke at length about a presentation from Jim Moody, budget director for past Governor John Ashcroft, explaining the structural problems within the Missouri’s budget. The state is in a bad situation and it will probably take two to three years to recover.

B. CHANCELLOR’S REPORT - This report was presented by Chancellor Gary Thomas.

1. Missouri legislators have made their recommendations for the higher education budget. Since the House and Senate do not agree, the budget will go to a conference committee. The House approved a 10% cut in appropriations and voted to penalize UMC, UMSL and UMKC, costing UMR $700,000. The Senate approved a 10% reduction in Bright Flight scholarships, eliminating Advantage Missouri dollars and a 10% reduction in Missouri College Guarantee. It will cost UMR $500,000 to make up the loss of scholarship dollars.

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An equal opportunity institution
2. UMR has a bright future if we take care of ourselves by attracting and retaining students and making the most of corporate and alumni fund-raising campaigns. With continued growth in enrollment, UMR will function independently by the end of next year, using state resources for extras. Missouri cannot fund higher education for 2-3 years. The K-12 foundation formula, prison population and the increasing number of Medicaid citizens devour state revenues.

C. PROVOST’S REPORT – This report was presented by Provost Y.T. Shah.

1. The Search Committee for the Dean of the College of Arts and Sciences has submitted their recommendation to the Provost. The announcement of the new dean will be made soon.

2. The Search Committee for the Director of the Library, chaired by Larry Grayson, will begin interviewing candidates in late April and early May. The new Director will be in place by Fall 2002.

3. The Search for the Director of Admissions is underway. Jeff Cawlfield is chair of the search committee.

4. At a recent meeting of staff who gather data used for planning, assessment and benchmarking, it was clear that a coordinated effort by a common group would be more productive. Presently, several staff members work independently to collect information resulting in duplicated efforts and data. The Provost is in the process of forming a search committee, chaired by Robert Montgomery, to select a Director of Institutional Research.

5. Marketing analysis indicates that there is a lot of interest in communications programs. A “Communications Task Force” has been created, with Arlan DeKock serving as chair.

6. The Provost reported good news in the each of the four goal areas of Recruitment, Retention, Research and Distance Education.

   a. Distance Education has 300 students enrolled with a target of 500. UMR has four new approved certificate programs that are moving forward. There are four masters programs available on the Internet. Ninety students will graduate this year from the Fort Leonard Wood Master’s program. We are creating video-production facilities in the Library, Engineering Management, Electrical Engineering and Civil Engineering. The Provost would like to involve everyone in Distance Education.

   b. The number of enrolling freshmen has increased by 100 students over last year. The number of transfer students is increasing and we are doing very well with the number of graduate student admissions. Dean Jay Goff is putting all of the processes in place including aggressive marketing with new brochures to optimize diversity, quality and number of students. The Provost appreciates all the efforts of the faculty and advisors across the campus.
c. Provost Shah and Harvest Collier have met with all departments to discuss specific strategies to improve retention. Both the Division of Foundational Studies (DFS) and the departments agree that building a strong network of good advisors during the freshman and sophomore years is very important. A freshman study program, such as a common first-year class or a bonding course, is essential in making students feel they belong at UMR. Input is needed to build a better mentoring effort to help students succeed.

d. Research dollars have increased by 23%--from $17.3 million last year to $22 million this fiscal year. Cost sharing is down by 11%. Projections of net recovery equal $5.4 million, with 25% going back to the faculty.

2 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. RULES, PROCEDURES AND AGENDA (RP&A) - This report was presented by Mike Hilgers, Academic Council Parliamentarian.

1. The RP&A committee presented a two-part proposal regarding the reorganization of the standing and special committees of Academic Council. The first step would require changing the U.M.R. Faculty Bylaws to allow the possibility of reorganization. The second step would be the development and implementation of a leaner infrastructure.

2. Academic Council is now made up of 23 standing sub-committees requiring 200 faculty representatives. The current structure is unwieldy and response to critical situations is slow with an end result of little faculty input to major campus decisions.

3. RP&A would like to reorganize Academic Council into fewer standing committees that are more broadly defined. It would be more productive to revamp RP&A into an “Executive Committee” including the standing committee chairs. It would also be beneficial to maintain continuity when choosing committee chairs so there is no loss of functionality from year to year.

4. A change in the “Faculty Bylaws of the University of Missouri - Rolla” (http://www.umr.edu/~acadcom/pdf/revised-bylaws/pdf) must precede any work on the structure of Academic Council. RP&A recommends changing Section 5 to reflect the fact that Academic Council has the right to establish and/or disband standing subcommittees (of Academic Council) and has a role and responsibility in defining the membership and duties of the subcommittees. RP&A further recommends removing Section 6 of the bylaws with the 23 sub-committee definitions and changing any reference to RP&A in the bylaws to “Executive Committee.”

5. If the proposed change in the “Faculty Bylaws of the University of Missouri - Rolla” is approved by the General Faculty and the Board of Curators, a discussion of the reorganization of standing committees will take place. RP&A envisions an Academic Council structure along the lines of the campus administration. This would improve flexibility with no loss of functionality.
6. There was a motion and a second to approve proposed bylaw changes. The Academic Council body voted unanimously to approve the motion to change the "Faculty Bylaws of the University of Missouri – Rolla."

B. PUBLIC OCCASIONS – This report was presented by Jeff Cawlfild for Lenn Koederitz, Committee Member.

1. A resolution concerning class meeting times was presented. The results of an electronic mail poll concerning changing class times were given: 32 preferred the new schedule, five were against changing the current schedule and one person did not care.

2. There was a motion and a second to approve the Resolution Concerning Class Meeting Times.

3. Jay Goff explained that the new schedule is designed to add a class period each day, as few students were taking classes offered at 7:30 A.M. The new schedule eliminates the Academic Free Hour on Tuesday and Thursday. Classes will stop before 5:00 P.M. leaving an hour open for meetings before evening classes begin. The new schedule should not adversely impact Rolla High School students who are "dually enrolled" because administrators at the high school are willing to work with the new schedule.

4. There was a motion and a second to amend the original motion to approve the Resolution Concerning Class Meeting times to eliminate the Academic Free Hour. Concern was expressed regarding the number of meeting and event conflicts that have occurred since the Academic Free Hour was introduced. Also, complaints from students regarding long lines at the cafeteria were cited.

5. Student Council Representative Ryan Wilson stated that maintaining an Academic Free Hour on Monday, Wednesday and Friday creates an opportunity to build unity.

6. It was noted that the Student Affairs Committee recommended to the Academic Council at the February meeting that the Academic Free Hour be retained.

7. The Academic Council body did not pass the motion as amended. The motion failed in a hand count.

8. The Academic Council body voted to approve the motion to approve the Resolution Concerning Class Meeting Times. The motion passed.

C. BUDGETARY AFFAIRS – A report was not presented as Greg Gelles, Committee Member, was absent.

D. ADMISSIONS AND ACADEMIC STANDARDS - This report was presented by Mike Hilgers, Committee Member.

1. At the February Academic Council meeting, the committee recommended moving the drop date to one week after midterm grades are posted, as this would give students a chance to see their grades before making the decision to drop a class. This is not feasible as it adversely affects athletic eligibility and financial aid recipients.
2. The committee also recommended that student withdrawals be eliminated from the DWF reports. It was indicated at the February meeting that this would require a computer program rewrite at the UM System level. It was found that the reports could easily be modified.

3. There was a motion and a second to recommend to the Chancellor that the DWF report be modified to eliminate student withdrawals. The Academic Council body voted to approve the motion.

E. TENURE – This report was presented by Jerry Cohen, Committee Chair.

1. A preliminary report on matters recently referred to the Tenure committee was given. A final report will be turned in later.

   a. The committee decided that in the case of a Joint Appointment, the salary should come from both departments, with the salary split in proportion to the percentage numbers of the appointment.

   b. The School of Management and Information Systems (MIS) does not yet have sufficient faculty to participate in the Campus Tenure/Promotion committee. The Tenure committee has approved a two-part rule for MIS, allowing them to have representation.

   c. It was reported to the committee that present regulations pertaining to the appeal procedure in tenure/promotion cases leave some rejected candidates unclear about how to proceed with an appeal. The committee is considering a revision of the appeal procedure in tenure/promotion cases.

   d. The issue of a regulation requiring the inclusion of women/minorities in the campus tenure promotion committee has recently been addressed. The committee is looking into the matter requesting input from the other UM campuses for guidance.

   e. The Provost has decided that midterm tenure review is mandatory and has asked the committee to address several questions.

F. CURRICULA – This report was presented by Thomas Schuman, Committee Member.

1. There was a motion and second to approve course changes generated from the March 2002 meeting. The Academic Council body voted unanimously to accept the March report.

2. There was a motion and second to approve course changes generated from the April 2002 meeting.

3. It was noted that it is bad policy to present a lengthy report at the Academic Council meeting for immediate approval. A question was raised as to whether it was mandatory that reports be submitted to Academic Council some time before the meeting. The Parliamentarian stated that the April report was on the agenda and the report did not have to be presented before the meeting.
4. There was a challenge to the Parliamentarian. The ruling of the Parliamentarian was upheld by a vote of the membership.

5. There was a call for quorum. Roll was called, absentees noted were: Craig Adams, S.N. Balakrishnan, Richard Brow, Kelvin Erickson, Greg Gelles, Patrick Guinta, Lenn Koederitz, Michael Meagher, Mark Mullin, Hal Nystrom, Marshall Porterfield, James Stone, Kristine Swenson, H.L. Tsai, Philip Whitefield and Paul Worsey. A quorum was not present and the meeting was dismissed at 3:15 P.M.

Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official notification and documentation of actions approved.
Resolution Concerning Class Meeting Times

In order to maximize classroom usage, develop a more attractive evening program, make the campus more accessible to the community, and increase dual enrollment, it is recommended that UMR class meeting times be changed as shown below, effective for the WS 2003 semester.

**MWF**

1. 8:00-8:50
2. 9:00-9:50
3. 10:00-10:50
4. 11:00-11:50
5. 12:00-1:00 (Academic Free Hour)
6. 2:00-2:50
7. 3:00-3:50
8. 4:00-4:50

**T TH**

1. 8:00-9:15
2. 9:30-10:45
3. 11:00-12:15
4. 12:30-1:45
5. 2:00-3:15
6. 3:30-4:45

6:00-7:15 (M, W)
7:30-8:45 (M, W)

*6:00-8:45 (Evening classes meeting only one night per week)*

Additionally, when possible, it is recommended that afternoon laboratory sessions begin at 1:00 p.m. on MWF and at 12:30 p.m. on TTH to allow for extracurricular activities.
Special Meeting Notice

It is extremely important for members of Academic Council to attend in order for there to be a quorum present (2/3 of the AC membership) in order to vote on the Curricula Committee recommendations.

Academic Council Meeting  
Thursday, April 25, 2002  
204 McNutt; 1:30 P.M.

I. Reports of Standing and Special Committees
   A. Curricula  
      1. April Report *

* Information distributed with agenda.
Memo To: Academic Council  
From: UMR Campus Curricula Committee  
Re: April 1, 2002, Meeting

Please note the following DC and CC numbers listed in this report are new degree programs and changes to existing degree programs: DC 0001, DC 0002, DC 0003, DC 0004, DC 0005, CC 5251 and CC 5249.

The UMR Campus Curricula Committee recommends to the Academic Council that the curriculum changes and degree proposals on the following DC forms be approved.

Review of submitted DC forms:


The UMR Campus Curricula Committee recommends to the Academic Council that the curriculum changes and course changes on the following CC forms be approved.

Review of submitted CC forms:
CC 5246, Russian 060, Russian Civilization. Approved for WS2003. Change in course number from 060 "TO" 360. Change in prerequisites from Entrance Requirements "TO" History 112. Change in catalog description to: Introduction to Russian history and culture from the 9th to the 20th century exploring the interrelation between Russian society, its history and its cultural expression in painting, literature, music and architecture over the past thousand years. The periods covered include Kievan Russia, the birth of Christianity,
the Mongol invasion, Ivan the Terrible, Peter the Great, Catherine the Great, and Imperial Russia.

CC 5247, Arts & Science 110, Hit the Ground Running. Approved new course for SS2002. 3 hours lecture. No prerequisites. Description: An introductory, multi-faceted lecture including a coordinated presentation of mathematics principles, chemical principles, academic skills development, and the elements of academic leadership. Objectives are to provide students with a positive and realistic experience that supports establishment of valid academic expectations and provides knowledge of the resources and strategies necessary to begin a strong academic career.

CC 5249, Psychology, proposed Bachelor of Science degree (Preparation for Teacher Certification) in Psychology. Approved for FS2002.

CC 5250, Economics 111, Business and Economic Statistics I. Approved new course for FS2002. Co-listed with Stat 111. 3 hours lecture. Prerequisites: Math 002 or math 004. Description: This is an introductory course in business and economic statistics. Our main objective is to familiarize the student with elementary statistical concepts within the context of numerous applications in Business and Economics.

CC 5251, Economics, proposed new Bachelor of Arts degree, (Preparation for Teacher Certification) in Economics. Approved for FS2002. The catalog description is being reworded.


CC 5254, Nuclear Engineering 322, Nuclear Systems Design I. Approved new course for FS2002. 1 hour lecture. Prerequisite: Nu Eng 311, 319. Description: A preliminary design of nuclear system (e.g. a fission or fusion nuclear reactor plant, a space power system, a radioactive waste disposal system.)


CC 5256, Mathematics 341, Mathematical Analysis for Secondary Teachers Practicum. Approved new course for FS2002. 1 hour lecture. Prerequisite: Math 340. Description: An instructional unit based on the discovery method used in Math 340 will be designed by each student. These units will be class tested. The unit and results of class testing will be presented both in written and oral format.

CC 5257, Mathematics 340, Mathematical Analysis for Secondary Teachers. Approved new courses for FS2002. 3 hours lecture. Prerequisite: Math 022 or equivalent. Description: Designed to help teachers gain a deeper understanding of the fundamental idea in analysis, that of a limit. A discovery method is used which includes both individual and group work. Students will present their results in written and oral format.

CC 5259, Computer Science, curriculum changes approved for FS2002.

CC 5260, Information Science & Technology 010, Introduction to Information Science & Technology. Approved for FS2002. Change in course title "TO" Introduction to Management & Information Systems I. Change in catalog description to: This course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5261, IST 011, Introduction to Management & Information Systems II. Approved new course for FS2002. 1 hour lecture. No prerequisites. Description: As a continuation of IST 010, this course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5262, IST 100, Special Problems. Approved new course for FS2002. Variable. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5263, IST 101, Special Topics. Approved new course for FS2002. Variable. Description: This is designed to give the department an opportunity to test a new course.

CC 5264, IST 141, Information Systems. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisites: IST 151. Description: This course surveys information/systems technology for the management of enterprise information as a resource. Topics include elements of system design life cycle, database concepts, and decision support. Managerial and technical dimensions of information systems are blended in a framework for IS systems. The implementation, operation, and maintenance of information systems are also discussed. Projects are required.


CC 5266, IST 200, Special Problems. Approved new course for FS2002. Variable credit. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor is required.

CC 5267, IST 201, Special Topics. Approved new course for FS2002. Variable hours. Variable title. Description: This is designed to give the department an opportunity to test a new course. Variable credit.

CC 5268, IST 211, Web Design and Development. Approved new course for FS2002. 1.5 hours lecture and 1.5 hours lab. Prerequisite: IST 151. Description: In this course students
learn design principles for effectively structuring information for the World Wide Web; how to use tools to deploy this information; and methods for assessing Web usability. The course is project based with an emphasis on the application of design and usability assessment within the context of student projects.

CC 5269, IST 221, Internet Concepts and Applications. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 211. Description: This course involves a study of the methods used to extract and deliver dynamic information on the World Wide Web. The course uses a hands-on approach in which students actively develop Web-based software systems. Additional topics include installation, configuration and management of Web servers.

CC 5270, IST 223, Database Management. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 141. Description: The course introduces the concepts of database management systems. Issues in database architecture, design, administration, and implementation are covered.

CC 5271, IST 231, Computer Components and Operation. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 151. Description: Design-oriented introduction to computer components and operations. Standard codes; number systems; base conversions; computer arithmetic; boolean algebra; minimization and synthesis techniques for combinational and sequential logic; and related issues are covered.

CC 5272, IST 233, Introduction to Computer Networks and Communications. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisite: IST 151. Description: The course provides an introduction to current and evolving computer networks. It includes the construction, operation, and management of those networks as well as discussions of layered network organization, network protocols, switching, and local and wide area networks. The course provides hands-on experience with local area network hardware and software.

CC 5273, IST 241, E-Commerce. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 141, IST 211. Description: Introduction to fundamental concepts of management and application to Information Technologies. This course examines the use of IT in business processes and the management issues of integrating IT into organization processes to gain a competitive advantage. Topics include: management; organizations and information systems; development life cycle; project management and systems engineering; process reengineering; and organization learning.

CC 5274, IST 243, Systems Analysis. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 141. Description: The theory and practice of structured analysis are presented. Topics include: traditional vs. structured analysis methods, requirements analyst interaction, investigation of existing systems, human/machine interfaces, case tools, and workbenches.

CC 5276, IST 300, Special Problems. Approved new course for FS2002. Variable credit. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor is required.

CC 5277, IST 301, Special Topics. Approved new course for FS2002. Variable credit. Description: This is designed to give the department an opportunity to test a new course. Variable title.
CC 5278, IST 321, Network Performance Design and Management. Approved new course for FS2002; vote 5-1. 3 hours lecture. Prerequisite: IST 233. Description: This course provides analytical capabilities needed to effectively design, deploy, and manage computer networks and protocols.


CC 5282, IST 342, E-Commerce Architecture. Approved new course for SS2002; vote 5-1. 3 hours lecture. Prerequisite: IST 233. Description: Course will cover the issues associated with computer architecture, as it relates specifically to e-commerce applications. Topics will include e-commerce systems and processes, specialized software, and databases.

CC 5283, IST 355, Human Computer Interaction. Approved new course for FS2002. 3 hours lecture. Prerequisite: Psych 50. Description: Fundamental theory and practice of the design, implementation, and evaluation of human-computer interfaces. Principles of design; methods for evaluating interfaces with or without user involvement; techniques for prototyping and implementing graphical user interfaces. Relationship of interface design to effective human interaction with computers. Hands on experience in building applications through prototyping tools, window-based systems, and toolkits.

CC 5285, IST 361, Information Systems Project Management. Approved new course for FS2002. 3 hours lecture. Prerequisite: Senior or Graduate Standing. Description: The course overviews general project management principles and then focuses on information system application development. Topics include requirements analysis, project scheduling risk management, quality assurance, testing and team coordination.

CC 5286, IST 390, Undergraduate Research. Approved new course for FS2002. Variable credit. Description: Designed for the undergraduate student who wishes to engage in research. Not for graduate credit. Not more than six credit hours allowed for graduation credit. Subject and credit to be arranged with the instructor.

CC 5287, IST 397, Capstone Seminar. Approved new course for FS2002. Variable credit. Prerequisite: Senior standing as IST major. Description: Course will cover issues and problems relating to application and integration of Information Science and Technology skills. Group projects will require work as a member of a team, creative problem-solving and application of IST principles to real and simulated problems.

CC 5288, IST 400, Special Problems. Approved new course for FS2002. Variable credit. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5289, IST 401, Special Topics. Approved new course for FS2002. Variable credit. Description: This is designed to give the department an opportunity to test a new course. Variable title.

CC 5291, IST 493, Oral Examination. Approved new course for FS2002. Description: After completion of all other program requirements, oral examinations for on-campus M.S./Pd.D. students may be processed during inter-session. Off-campus M.S. student must be enrolled in oral examination and must have paid an oral examination fee at the time of the defense/comprehensive examination (oral/written). All other students must enroll for credit commensurate with uses made of facilities and/or faculties. In no case shall this be for less than three (3) semester hours for resident students.

CC 5292, IST 495, Continuous Registration. Approved new course for FS2002. Description: Doctoral candidates who have completed all requirements for the degree except the dissertation, and are away from the campus must continue to enroll for at least one hour of credit each registration period until the degree is completed. Failure to do so may invalidate the candidacy. Billing will be automatic as will registration upon payment.

CC 5293, Business and Management Systems 010, Introduction to Management & Information Systems I. Approved for FS2002 pending CBHE approval of DCs 0001-0004. 1 hour lecture. Description: This course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5294, Business and Management Systems 011, Introduction to Management & Information Systems II. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 1 hour lecture. No prerequisites. Description: As a continuation of Bus 010, this course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5295, Business and Management Systems 100, Special Problems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5296, Business and Management Systems 101, Special Topics. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: This is designed to give the department an opportunity to test a new course.

CC 5297, Business and Management Systems 110, Management and Organizational Behavior. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Psych 050. Description: The course provides coverage of classic and current management principles, as well as the study of the behavior of individuals and groups in an organizational setting. Topics include motivation, leadership, organizational design, and conflict resolution.

CC 5298, Business and Management Systems 120, Essentials of Accounting. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Math 004. Description: This course is an introduction to accounting and its significant role in making sound business decisions. Emphasis is on what accounting information is, why it is important, and how it is used to make strategic economic decisions. Coverage includes financial and management accounting.
CC 5299, Business and Management Systems 200, Special Problems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5300, Business and Management Systems 201, Special Topics. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: This is designed to give the department an opportunity to test a new course. Variable title.

CC 5301, Business and Management Systems 230, Business Law. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. To ensure this course may be taught FS2002, it was also approved as an experimental course, EC form 1345 for FS2002.)

CC 5302, Business and Management Systems 240, Basic Marketing. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Bus 110 and Econ 122. Description: The course examines the distribution, product, price, and promotion policies that underlie the activities of marketing institutions and the managerial, economic, and societal implications of such policies.

CC 5303, Business and Management Systems 250, Business Finance. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisites; Bus 120, Econ 111, and Econ 122. Description: This course studies the need for funds in business and the techniques of analysis used to determine how effectively these funds are invested within the firm. Topics include the institutions, instruments, and markets concerned with raising funds.

CC 5304, Business and Management Systems 260, Business Operations. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisites: Bus 120, Mathematics Survey of Calculus, and Econ 121. Description: This course examines the concepts, processes, and institutions that are fundamental to an understanding of business operations within organizations. Emphasis is on the management and organization of manufacturing and service operations and the application of quantitative methods to the solution of strategic, tactical and operational problems.

CC 5305, Business and Management Systems 270, Human Resources Management. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Bus 110. Description: The course examines employee selection, performance appraisal, training and development, compensation, legal issues, and labor relations.

CC 5306, Business and Management Systems 280, Strategic Management. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisites: Bus 240 and 250. Description: Study of the formulation and implementation of corporate, business and functional strategies designed to achieve organizational objectives. Case studies and research reports may be used extensively. (It is preferred that this course be taken during the student’s senior year.)

CC 5307, Bus 300, Special Problems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5308, Bus 301, Special Topics. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: This is designed to give the department an opportunity to test a new course.
CC 5309, Bus 390, Undergraduate Research. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: Designed for the undergraduate student who wishes to engage in research. Not for graduate credit. Not more than six credit hours allowed for graduation credit. Subject and credit to be arranged with the instructor.

CC 5310, Business and Management Systems 307, Capstone Seminar in Business & Management Systems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable hours. Prerequisite: Senior standing as Business and Management Systems major. Description: Course will cover issues and problems relating to application and integration of Information Science and Technology skills. Group projects will require work as a member of a team, creative problem-solving and application of IST principles to real and simulated problems.

CC 5311, Computer Science 238, Introduction to File Processing/COBOL. Approved for FS2002. Change in course title “TO” File Structures and Introduction to Database Systems. Change in description to: Course covers major topics in file structures and database systems including techniques for disk access and organization, record and file structures, index structures, sequential file, dense/sparse and secondary indexes, B-tress; range queries, insertion/deletion, hash tables, fundamentals of database systems, the ER model, relational model, algebra and SWL.

CC 5312, Economics. Approved change in curriculum for the Bachelor of Arts in Economics for FS2002. Changed footnote #3 to: Eng Mgt 130 and 131; and Stat 115 or Econ 111; and Econ 211.


CC 5316, Architectural Engineering 101. Approved new course for FS2002. Variable. Description: This course is designed to give the department an opportunity to test a new course. Variable title.

CC 5317, Architectural Engineering 201. Approved new course for FS2002. Variable. Description: This course is designed to give the department an opportunity to test a new course. Variable title.

CC 5318, Architectural Engineering 301. Approved new course for FS2002. Variable Description: This course is designed to give the department an opportunity to test a new course. Variable title.


CC 5320, Electrical Engineering 344, Stochastic Signal Analysis I. Approved for FS2002. Change in course number “FROM” 443 “TO” 344. Change in course title “FROM” Stochastic Signal Analysis “TO” Stochastic Signal Analysis. Change in prerequisites from El Eng 243 “TO” Math 204 and El Eng 153. Change in description to: Introduction to the application of probabilistic models to typical electrical engineering problems. Topics include: methods for describing random voltages, random digital signals, correlation, linear mean-square
estimation, linear transformation of random digital signals, and bit-error rate calculation for
communication systems.

CC 5321, Electrical Engineering 379, Microwave Theory and Techniques. Approved changes
for FS2002. Change in course title "TO" Microwave Principles for Mixed-Signal Design.
Change in description to: Transmission lines; coupled transmission lines; microwave
network analysis; impedance matching and tuning; design of microwave amplifiers
oscillators.

CC 5323, Electrical Engineering 444, Stochastic Signal Analysis II. Approved as an
experimental course for FS2002. (See EC 1346) 3 hours lecture. Prerequisite: El Eng 344.
The committee suggests this course be taught twice as an experimental course before
requesting approval on a CC form.

CC 5324, Electrical Engineering 342, Real-Time Digital Signal Processing. Approved new
course for FS2002. 3 hours lecture. Prerequisite: Cp Eng 213 and el Eng 267. Description:
Introduction to the use of programmable DSP chips to implement DSP algorithms in real-
time. Includes real-time data acquisition, interrupt-driven programs, deterministic and
random signal generation, quantization effects, division of labor between numerical analysis,
high-level language and assembly level routines.

For the information of the Academic Council, the following EC1s and EC forms
have been submitted by the University departments for an experimental course
that will be offered in the near future.

Approved EC forms:
EC1 1302, Education 301, Balanced Literacy II: Four Block Approach. Removed from the
table. The course syllabus the committee had requested was received. Approved for
SS2002. Vote: 5 in favor-1 abstention.

EC 1321, Geology 301, Silicic Magmatic Systems "Granites and Rhyolites." Approved for
FS2002. 3 hours lecture and 1 hour lab. Prerequisite: Geo 130.

EC 1322, Mining Engineering 401, Optimization Applications in Mining I. Approved for
WS2003. 3 hours lecture. Prerequisite: Graduate standing.

EC 1323, Physics 101, College Physics II, Approved for FS2002. 3 hours lecture.
Prerequisites: Math 006, College Physics I.

EC 1324, Information Science & Technology 401, Advanced Web Design and Development.
Approved for WS2003. 1.5 hours lecture and 1.5 hours lab. Prerequisite: IST 211 or
Graduate Standing.

EC 1325, Civil Engineering 301, Highway Infrastructure Engineering and Management.
Approved for FS2002. 3 hours lecture. Prerequisites: Cv Eng 211.

EC 1326, Civil Engineering 301, Structural Analysis II. Approved for FS2002. 3 hours
lecture. Prerequisite: Cv Eng 217 or ArchE 217. Co-list with ArchE 301.

EC 1327, Architectural Engineering 301, Structural Analysis II. Approved for FS2002. 3
hours lecture. Prerequisite: Cv Eng 217 or ArchE 217. Co-list with Cv Eng 301.
EC 1328, Electrical Engineering 301, Patent Law. Approved for FS2002. 3 hours lecture. Prerequisite: Senior or graduate standing. Note: Title and description are modified from originally circulated version.

EC 1329, Computer Engineering 401, Scientific Methods in Computational Intelligence. Approved for FS2002. 1 hour lecture and 1 hour lab. Prerequisite: At least one year of full time graduate standing.

EC 1345, Business and Management Systems 201, Business Law. Approved for FS2002. 3 hours credit. Prerequisites: Bus 110 and Econ 121. (See CC 5301)

EC 1346, El & Cp Eng, El Eng 401, Stochastic Signal Analysis II. Approved for WS2003. 3 hours credit. Prerequisite: El Eng 344. (See CC 5323)

J. Keith Nisbett, Chair Campus Curriculum Committee
ACADEMIC COUNCIL

To: U.M.R. Faculty

Academic Council Meeting
Thursday, April 18, 2002
204 McNutt; 1:30 P.M.

I. Approval of minutes of the February 21, 2002 meeting

II. Reports and Responses

A. President’s Report
   Ralph Wilkerson (5 minutes)

B. Chancellor’s Report
   Gary Thomas (5 minutes)

   1. Questions and Answers (5 minutes)

C. Provost’s Report
   Y.T. Shah (5 minutes)

   1. Questions and Answers (5 minutes)

III. Reports of Standing and Special Committees

A. Rules, Procedures and Agenda
   Mike Hilgers (5 minutes)

B. Public Occasions
   Lenn Koederitz (5 minutes)

C. Budgetary Affairs
   Greg Gelles (5 minutes)

D. Admissions and Academic Standards
   Mariesa Crow (5 minutes)

E. Tenure
   Gerald Cohen (5 minutes)

F. Curricula
   Thomas Schuman (5 minutes)

   1. March Report *
   2. April Report (to be distributed at the meeting)

IV. Old Business

A. Action Items
   1. Resolution of Video Distance Learning

V. New Business and Announcements

A. Staff Council
   Barbara Robertson

B. Student Council
   Ryan Wilson

C. Graduate Students Council
   Prem Lobo

D. Referrals

** Information distributed with agenda.
Memo To: Academic Council  
From: UMR Campus Curricula Committee  
RE: March 4, 2002 Meeting

The UMR Campus Curricula Committee recommends to the Academic Council that the curriculum changes on the following CC1s be approved.

CC1 5228, Computer Science 000. Approved change in curriculum for FS2002 at the 2/04/02 meeting.


CC1 5231, Civil Engineering 326, Advanced Steel Structures Design. Approved for FS2002. Change in credit hours from 2 hours lecture and 1 hour lab to 3 hours lecture. Co-listed with ArchE 326.

CC1 5232, Architectural Engineering 326, Advanced Steel Structures Design. Approved new course for FS2002. 3 hours credit. Prerequisite: ArchE 221 with a grade of “C” or better. Description: The design of structural steel systems into a final integrated structure. Plate girders, composite systems, stability, connections, rigid frames, single and multistory buildings and similar type problems of interest to the student. Use of the computer as a tool to aid in the design will be emphasized. Co-listed with Cv Eng 326.

CC1 5233, Geology & Geophysics 000. Approved change in curriculum for FS2002. Reduce the total credit hours and modify the core requirements.

CC1 5234, Geology 113, Mineralogy & Crystallography. Approved changes for FS2002. Change in credit hours from 3 hours lecture and 1 hour lab “TO” 4 hours lecture and 1 hour lab. Change in description to: An introduction to the study of minerals, including their systematic classification, crystallography, morphology, chemistry, societal use, geologic occurrence, environmental application and impact, and identification by means of their physical and chemical properties.

CC1 5236, Geology 130, Petrology. Approved changes for FS2002. Change in course title “TO” Igneous and Metamorphic Petrology. Change in credit hours from 3 hours lecture and 1 hour lab “TO” 4 hours lecture and 1 hour lab. Change in description to: A comprehensive study of megascopic and microscopic characteristics of igneous and metamorphic rocks. Fundamental theories for their origin are presented. The class includes an intensive four day trip examining these rock types in the field.


CC1 5243, Geophysics 381, Global Tectonics. Approved change for FS2002. Change in prerequisites from Physics 023 and 024, Geo 220 “TO” Geo 220.

CC1 5244, Geophysics 286, Introduction to Geophysical Data Analysis. Approved change for FS2002. Change in prerequisites from Cmp Sc 073 and 077, Physics 025 and Math 022 “TO” Math 022 and Cmp Sc 53, 73 & 77, or 74 & 78.

CC1 5245, Geology 338, Computer Mapping in Geology. Approved change for FS2002. Change in prerequisite from Cmp Sc 073, Geo 051 “TO” Geo 051.

For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will be offered in the near future.


EC1 1315, Aerospace Engineering 301, Spacecraft Design I. Approved for FS2002. 3 hours lecture. Prerequisites; Ae Eng 251, 261, 271.

EC1 1317, Chemical Engineering 401, Advances in Biopolymers. Approved for SS2002. 3 hours lecture. Prerequisites: Ch Eng 441. (Editorial changes: Removed “Graduate Student Status” as it is a 400 level course and removed “Instructor’s Consent” as this is an understood prerequisite for all courses.)

EC1 1318, Geological Engineering 301, Introduction to Military Geology. Approved for WS2002. 3 hours lecture. Prerequisites: Ge Eng 50 and Ge Eng 275 or equivalent or Graduate Standing.

EC1 1320, Missouri London Program 301, Geography of Europe. Approved for FS2002. 3 hours lecture. No prerequisite.

EC1 1330, Electrical Engineering 401, Advanced Topics in Optics & Devices. Approved for WS2002. 3 hours lecture. Prerequisite: Graduate status. (See CC1 5230.)

J. Keith Nisbett, Chair
UMR Campus Curriculum Committee
Memo To: Academic Council
From: UMR Campus Curricula Committee
Re: April 1, 2002, Meeting

Please note the following DC and CC numbers listed in this report are new degree programs and changes to existing degree programs: DC 0001, DC 0002, DC 0003, DC 0004, DC 0005, CC 5251 and CC 5249.

The UMR Campus Curricula Committee recommends to the Academic Council that the curriculum changes and degree proposals on the following DC forms be approved.

Review of submitted DC forms:


The UMR Campus Curricula Committee recommends to the Academic Council that the curriculum changes and course changes on the following CC forms be approved.

Review of submitted CC forms:
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the Mongol invasion, Ivan the Terrible, Peter the Great, Catherine the Great, and Imperial Russia.

CC 5247, Arts & Science 110, Hit the Ground Running. Approved new course for SS2002. 3 hours lecture. No prerequisites. Description: An introductory, multi-faceted lecture including a coordinated presentation of mathematics principles, chemical principles, academic skills development, and the elements of academic leadership. Objectives are to provide students with a positive and realistic experience that supports establishment of valid academic expectations and provides knowledge of the resources and strategies necessary to begin a strong academic career.

CC 5249, Psychology, proposed Bachelor of Science degree (Preparation for Teacher Certification) in Psychology. Approved for FS2002.

CC 5250, Economics 111, Business and Economic Statistics I. Approved new course for FS2002. Co-listed with Stat 111. 3 hours lecture. Prerequisites: Math 002 or math 004. Description: This is an introductory course in business and economic statistics. Our main objective is to familiarize the student with elementary statistical concepts within the context of numerous applications in Business and Economics.

CC 5251, Economics, proposed new Bachelor of Arts degree, (Preparation for Teacher Certification) in Economics. Approved for FS2002. The catalog description is being reworded.


CC 5254, Nuclear Engineering 322, Nuclear Systems Design I. Approved new course for FS2002. 1 hour lecture. Prerequisite: Nu Eng 311, 319. Description: A preliminary design of nuclear system (e.g. a fission or fusion nuclear reactor plant, a space power system, a radioactive waste disposal system.)


CC 5256, Mathematics 341, Mathematical Analysis for Secondary Teachers Practicum. Approved new course for FS2002. 1 hour lecture. Prerequisite: Math 340. Description: An instructional unit based on the discovery method used in Math 340 will be designed by each student. These units will be class tested. The unit and results of class testing will be presented both in written and oral format.

CC 5257, Mathematics 340, Mathematical Analysis for Secondary Teachers. Approved new courses for FS2002. 3 hours lecture. Prerequisite: Math 022 or equivalent. Description: Designed to help teachers gain a deeper understanding of the fundamental idea in analysis, that of a limit. A discovery method is used which includes both individual and group work. Students will present their results in written and oral format.

CC 5259, Computer Science, curriculum changes approved for FS2002.

CC 5260, Information Science & Technology 010, Introduction to Information Science & Technology. Approved for FS2002. Change in course title "TO" Introduction to Management & Information Systems I. Change in catalog description to: This course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5261, IST 011, Introduction to Management & Information Systems II. Approved new course for FS2002. 1 hour lecture. No prerequisites. Description: As a continuation of IST 010, this course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5262, IST 100, Special Problems. Approved new course for FS2002. Variable. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5263, IST 101, Special Topics. Approved new course for FS2002. Variable. Description: This is designed to give the department an opportunity to test a new course.

CC 5264, IST 141, Information Systems. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisites: IST 151. Description: This course surveys information/systems technology for the management of enterprise information as a resource. Topics include elements of system design life cycle, database concepts, and decision support. Managerial and technical dimensions of information systems are blended in a framework for IS systems. The implementation, operation, and maintenance of information systems are also discussed. Projects are required.


CC 5266, IST 200, Special Problems. Approved new course for FS2002. Variable credit. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor is required.

CC 5267, IST 201, Special Topics. Approved new course for FS2002. Variable hours. Variable title. Description: This is designed to give the department an opportunity to test a new course. Variable credit.

CC 5268, IST 211, Web Design and Development. Approved new course for FS2002. 1.5 hours lecture and 1.5 hours lab. Prerequisite: IST 151. Description: In this course students
learn design principles for effectively structuring information for the World Wide Web; how to use tools to deploy this information; and methods for assessing Web usability. The course is project based with an emphasis on the application of design and usability assessment within the context of student projects.

CC 5269, IST 221, Internet Concepts and Applications. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 211. Description: This course involves a study of the methods used to extract and deliver dynamic information on the World Wide Web. The course uses a hands-on approach in which students actively develop Web-based software systems. Additional topics include installation, configuration and management of Web servers.

CC 5270, IST 223, Database Management. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 141. Description: The course introduces the concepts of database management systems. Issues in database architecture, design, administration, and implementation are covered.

CC 5271, IST 231, Computer Components and Operation. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 151. Description: Design-oriented introduction to computer components and operations. Standard codes; number systems; base conversions; computer arithmetic; boolean algebra; minimization and synthesis techniques for combinational and sequential logic; and related issues are covered.

CC 5272, IST 233, Introduction to Computer Networks and Communications. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisite: IST 151. Description: the course provides an introduction to current and evolving computer networks. It includes the construction, operation, and management of those networks as well as discussions of layered network organization, network protocols, switching, and local and wide area networks. The course provides hands-on experience with local area network hardware and software.

CC 5273, IST 241, E-Commerce. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 141, IST 211. Description: Introduction to fundamental concepts of management and application to Information Technologies. This course examines the use of IT in business processes and the management issues of integrating IT into organization processes to gain a competitive advantage. Topics include: management; organizations and information systems; development life cycle; project management and systems engineering; process reengineering; and organization learning.

CC 5274, IST 243, Systems Analysis. Approved new course for FS2002. 3 hours lecture. Prerequisite: IST 141. Description: The theory and practice of structured analysis are presented. Topics include: traditional vs. structured analysis methods, requirements analyst interaction, investigation of existing systems, human/machine interfaces, case tools, and workbenches.

CC 5276, IST 300, Special Problems. Approved new course for FS2002. Variable credit. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor is required.

CC 5277, IST 301, Special Topics. Approved new course for FS2002. Variable credit. Description: This is designed to give the department an opportunity to test a new course. Variable title.
CC 5278, IST 321, Network Performance Design and Management. Approved new course for FS2002; vote 5-1. 3 hours lecture. Prerequisite: IST 233. Description: This course provides analytical capabilities needed to effectively design, deploy, and manage computer networks and protocols.


CC 5282, IST 342, E-Commerce Architecture. Approved new course for SS2002; vote 5-1. 3 hours lecture. Prerequisite: IST 233. Description: Course will cover the issues associated with computer architecture, as it relates specifically to e-commerce applications. Topics will include e-commerce systems and processes, specialized software, and databases.

CC 5283, IST 355, Human Computer Interaction. Approved new course for FS2002. 3 hours lecture. Prerequisite: Psych 50. Description: Fundamental theory and practice of the design, implementation, and evaluation of human-computer interfaces. Principles of design; methods for evaluating interfaces with or without user involvement; techniques for prototyping and implementing graphical user interfaces. Relationship of interface design to effective human interaction with computers. Hands on experience in building applications through prototyping tools, window-based systems, and toolkits.

CC 5285, IST 361, Information Systems Project Management. Approved new course for FS2002. 3 hours lecture. Prerequisite: Senior or Graduate Standing. Description: The course overviews general project management principles and then focuses on information system application development. Topics include requirements analysis, project scheduling risk management, quality assurance, testing and team coordination.

CC 5286, IST 390, Undergraduate Research. Approved new course for FS2002. Variable credit. Description: Designed for the undergraduate student who wishes to engage in research. Not for graduate credit. Not more than six credit hours allowed for graduation credit. Subject and credit to be arranged with the instructor.

CC 5287, IST 397, Capstone Seminar. Approved new course for FS2002. Variable credit. Prerequisite: Senior standing as IST major. Description: Course will cover issues and problems relating to application and integration of Information Science and Technology skills. Group projects will require work as a member of a team, creative problem-solving and application of IST principles to real and simulated problems.

CC 5288, IST 400, Special Problems. Approved new course for FS2002. Variable credit. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5289, IST 401, Special Topics. Approved new course for FS2002. Variable credit. Description: This is designed to give the department an opportunity to test a new course. Variable title.

CC 5291, IST 493, Oral Examination. Approved new course for FS2002. Description: After completion of all other program requirements, oral examinations for on-campus M.S./Pd.D. students may be processed during inter-session. Off-campus M.S. student must be enrolled in oral examination and must have paid an oral examination fee at the time of the defense/comprehensive examination (oral/written). All other students must enroll for credit commensurate with uses made of facilities and/or faculties. In no case shall this be for less than three (3) semester hours for resident students.

CC 5292, IST 495, Continuous Registration. Approved new course for FS2002. Description: Doctoral candidates who have completed all requirements for the degree except the dissertation, and are away from the campus must continue to enroll for at least one hour of credit each registration period until the degree is completed. Failure to do so may invalidate the candidacy. Billing will be automatic as will registration upon payment.

CC 5293, Business and Management Systems 010, Introduction to Management & Information Systems I. Approved for FS2002 pending CBHE approval of DCs 0001-0004. 1 hour lecture. Description: This course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5294, Business and Management Systems 011, Introduction to Management & Information Systems II. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 1 hour lecture. No prerequisites. Description: As a continuation of Bus 010, this course presents an overview of information systems in a variety of business, management and information technology contexts. Discussion will center around examples from industry and the course will include speakers from the private sector who represent different MIS applications.

CC 5295, Business and Management Systems 100, Special Problems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5296, Business and Management Systems 101, Special Topics. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: This is designed to give the department an opportunity to test a new course.

CC 5297, Business and Management Systems 110, Management and Organizational Behavior. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Psych 050. Description: The course provides coverage of classic and current management principles, as well as the study of the behavior of individuals and groups in a organizational setting. Topics include motivation, leadership, organizational design, and conflict resolution.

CC 5298, Business and Management Systems 120, Essentials of Accounting. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Math 004. Description: This course is an introduction to accounting and its significant role in making sound business decisions. Emphasis is on what accounting information is, why it is important, and how it is used to make strategic economic decisions. Coverage includes financial and management accounting.
CC 5299, Business and Management Systems 200, Special Problems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5300, Business and Management Systems 201, Special Topics. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: This is designed to give the department an opportunity to test a new course. Variable title.

CC 5301, Business and Management Systems 230, Business Law. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. To ensure this course may be taught FS2002, it was also approved as an experimental course, EC form 1345 for FS2002.)

CC 5302, Business and Management Systems 240, Basic Marketing. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Bus 110 and Econ 122. Description: The course examines the distribution, product, price, and promotion policies that underlie the activities of marketing institutions and the managerial, economic, and societal implications of such policies.

CC 5303, Business and Management Systems 250, Business Finance. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisites: Bus 120, Econ 111, and Econ 122. Description: This course studies the need for funds in business and the techniques of analysis used to determine how effectively these funds are invested within the firm. Topics include the institutions, instruments, and markets concerned with raising funds.

CC 5304, Business and Management Systems 260, Business Operations. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisites: Bus 120, Mathematics Survey of Calculus, and Econ 121. Description: This course examines the concepts, processes, and institutions that are fundamental to an understanding of business operations within organizations. Emphasis is on the management and organization of manufacturing and service operations and the application of quantitative methods to the solution of strategic, tactical and operational problems.

CC 5305, Business and Management Systems 270, Human Resources Management. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisite: Bus 110. Description: The course examines employee selection, performance appraisal, training and development, compensation, legal issues, and labor relations.

CC 5306, Business and Management Systems 280, Strategic Management. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. 3 hours lecture. Prerequisites: Bus 240 and 250. Description: Study of the formulation and implementation of corporate, business and functional strategies designed to achieve organizational objectives. Case studies and research reports may be used extensively. (It is preferred that this course be taken during the student’s senior year.)

CC 5307, Bus 300, Special Problems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: Problems or readings on specific subjects or projects in the department. Consent of instructor required.

CC 5308, Bus 301, Special Topics. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: This is designed to give the department an opportunity to test a new course.
CC 5309, Bus 390, Undergraduate Research. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable. Description: Designed for the undergraduate student who wishes to engage in research. Not for graduate credit. Not more than six credit hours allowed for graduation credit. Subject and credit to be arranged with the instructor.

CC 5310, Business and Management Systems 307, Capstone Seminar in Business & Management Systems. Approved new course for FS2002 pending CBHE approval of DCs 0001-0004. Variable hours. Prerequisite: Senior standing as Business and Management Systems major. Description: Course will cover issues and problems relating to application and integration of Information Science and Technology skills. Group projects will require work as a member of a team, creative problem-solving and application of IST principles to real and simulated problems.

CC 5311, Computer Science 238, Introduction to File Processing/COBOL. Approved for FS2002. Change in course title "TO" File Structures and Introduction to Database Systems. Change in description to: Course covers major topics in file structures and database systems including techniques for disk access and organization, record and file structures, index structures, sequential file, dense/spARSE and secondary indexes, B-tress; range queries, insertion/deletion, hash tables, fundamentals of database systems, the ER model, relational model, algebra and SWL.

CC 5312, Economics. Approved change in curriculum for the Bachelor of Arts in Economics for FS2002. Changed footnote #3 to: Eng Mgt 130 and 131; and Stat 115 or Econ 111; and Econ 211.


CC 5316, Architectural Engineering 101. Approved new course for FS2002. Variable. Description: This course is designed to give the department an opportunity to test a new course. Variable title.

CC 5317, Architectural Engineering 201. Approved new course for FS2002. Variable. Description: This course is designed to give the department an opportunity to test a new course. Variable title.

CC 5318, Architectural Engineering 301. Approved new course for FS2002. Variable. Description: This course is designed to give the department an opportunity to test a new course. Variable title.


CC 5320, Electrical Engineering 344, Stochastic Signal Analysis I. Approved for FS2002. Change in course number “FROM” 443 “TO” 344. Change in course title “FROM” Stochastic Signal Analysis “TO” Stochastic Signal Analysis. Change in prerequisites from El Eng 243 “TO” Math 204 and El Eng 153. Change in description to: Introduction to the application of probabilistic models to typical electrical engineering problems. Topics include: methods for describing random voltages, random digital signals, correlation, linear mean-square
estimation, linear transformation of random digital signals, and bit-error rate calculation for communication systems.

CC 5321, Electrical Engineering 379, Microwave Theory and Techniques. Approved changes for FS2002. Change in course title "TO" Microwave Principles for Mixed-Signal Design. Change in description to: Transmission lines; coupled transmission lines; microwave network analysis; impedance matching and tuning; design of microwave amplifiers oscillators.

CC 5323, Electrical Engineering 444, Stochastic Signal Analysis II. Approved as an experimental course for FS2002. (See EC 1346) 3 hours lecture. Prerequisite: El Eng 344. The committee suggests this course be taught twice as an experimental course before requesting approval on a CC form.

CC 5324, Electrical Engineering 342, Real-Time Digital Signal Processing. Approved new course for FS2002. 3 hours lecture. Prerequisite: Cp Eng 213 and el Eng 267. Description: Introduction to the use of programmable DSP chips to implement DSP algorithms in real-time. Includes real-time data acquisition, interrupt-driven programs, deterministic and random signal generation, quantization effects, division of labor between numerical analysis, high-level language and assembly level routines.

For the information of the Academic Council, the following EC1s and EC forms have been submitted by the University departments for an experimental course that will be offered in the near future.

Approved EC forms:
EC1 1302, Education 301, Balanced Literacy II: Four Block Approach. Removed from the table. The course syllabus the committee had requested was received. Approved for SS2002. Vote: 5 in favor-1 abstention.

EC 1321, Geology 301, Silicic Magmatic Systems "Granites and Rhyolites." Approved for FS2002. 3 hours lecture and 1 hour lab. Prerequisite: Geo 130.

EC 1322, Mining Engineering 401, Optimization Applications in Mining I. Approved for WS2003. 3 hours lecture. Prerequisite: Graduate standing.

EC 1323, Physics 101, College Physics II, Approved for FS2002. 3 hours lecture. Prerequisites: Math 006, College Physics I.

EC 1324, Information Science & Technology 401, Advanced Web Design and Development. Approved for WS2003. 1.5 hours lecture and 1.5 hours lab. Prerequisite: IST 211 or Graduate Standing.

EC 1325, Civil Engineering 301, Highway Infrastructure Engineering and Management. Approved for FS2002. 3 hours lecture. Prerequisites: Cv Eng 211.

EC 1326, Civil Engineering 301, Structural Analysis II. Approved for FS2002. 3 hours lecture. Prerequisite: Cv Eng 217 or ArchE 217. Co-list with ArchE 301.

EC 1327, Architectural Engineering 301, Structural Analysis II. Approved for FS2002. 3 hours lecture. Prerequisite: Cv Eng 217 or ArchE 217. Co-list with Cv Eng 301.
EC 1328, Electrical Engineering 301, Patent Law. Approved for FS2002. 3 hours lecture. Prerequisite: Senior or graduate standing. Note: Title and description are modified from originally circulated version.

EC 1329, Computer Engineering 401, Scientific Methods in Computational Intelligence. Approved for FS2002. 1 hour lecture and 1 hour lab. Prerequisite: At least one year of full time graduate standing.

EC 1345, Business and Management Systems 201, Business Law. Approved for FS2002. 3 hours credit. Prerequisites: Bus 110 and Econ 121. (See CC 5301)

EC 1346, El & Cp Eng, El Eng 401, Stochastic Signal Analysis II. Approved for WS2003. 3 hours credit. Prerequisite: El Eng 344. (See CC 5323)

J. Keith Nisbett,
Chair Campus Curriculum Committee
XXXI, 5. The meeting was called to order at 1:30 P.M. by President Ralph Wilkerson. Roll call was taken, and absentees noted were: S.N. Balakrishnan, Richard Brow, Richard Bullock, Patrick Guinta, Michael Meagher, Mark Mullin, V.A. Samaranayake, Don Sharpsteen, Dan White, Philip Whitefield, and Paul Worsey.

There was a motion and second to approve the minutes of the January 24, 2002 meeting. The motion carried.

1 REPORTS AND RESPONSES

A. PRESIDENT’S REPORT – This report was presented by Academic Council President Ralph Wilkerson.

1. Topics discussed at the February IFC meeting were presented to the Academic Council.

a. The IFC discussed joint faculty appointments. A draft was submitted by Steve Graham, outlining critical areas, discussing elements that increase the success factor and stating known problems stemming from joint appointments.

b. IFC also discussed the Faculty Disability and Parental Leave Policy. There is support for the conceptual agreement, but the legal difficulties of the policy are complex. Traditionally, the informal policy had faculty cover for one another when situations necessitating family leave arose.

c. UM President Manuel Pacheco reported that there was no good news on the budget. The Council on Public Higher Education (COPHE) will travel around the state to gain public support for higher education, especially in regard to the state budget. They will visit Rolla on March 5.

d. No decision has been made concerning a salary freeze in the next year.

e. It was suggested that the DWF lists have the potential to violate the privacy of students.

B. CHANCELLOR’S REPORT - This report was presented by Chancellor Gary Thomas.

1. The Board of Curators met in Kansas City in January. John Mathes, as president, envisions the Curators spending more time discussing policy and
less time on presentations. The Board of Curators will meet in July in Rolla to
discuss UMR's Strategic Plan.

2. Enrollment for the Winter 2002 session has increased by 4.6% overall. Freshmen increased by 7%, with transfer students increasing by 12% and
graduate student enrollment increased by 24%. This is the fourth consecutive
session where enrollment has increased. UMR anticipates increased
enrollment for Fall 2002, as well.

3. Governor Bob Holden has recommended a 10% reduction in the higher education budget that translates to a $5.2 million cut to the UMR budget. The UM system response to help cover the budget shortfall is to raise student fees by 8 – 10%. The actual fee increase will be determined at the March Board of Curators meeting at UMSL. Increasing out-of-state fees by 10% would make the cost of a UMR education comparable to the average private university in the U.S. Higher fees do not necessarily increase revenue. More students and the retention of those students increase the budget.

4. 70% of UMR's expenses are associated with salary. Average salary increase for faculty and staff is expected to be 0% this year. UMR will have the ability to adjust salaries to cover promotions and inequities. UMR salaries will be driven by the UMC School of Engineering—we must keep pace with UMC.

5. Some state legislators feel that UMR receives too much of the public higher education budget. UMR is the highest cost institution in the state--2½ times greater than the least expensive state education--and will suffer in the future because of this unless we increase enrollment by attracting qualified students and retaining them.

6. The Council on Public Higher Education (COPHE) will visit Rolla on March 5. UM President Manuel Pacheco, and Richard Wallace, COPHE president and UMC Chancellor, will make presentations to help inform the public of the value of higher education. The University of Missouri educates most of the professionals who serve the citizens of the state.

7. The UMR Strategic Action Plan will be presented to the Board of Curators in July. Copies of the Environmental Scan and Action Plan are available for review. Your input is needed to update and revise the plan, which focuses on UMR's goals. What do we want and how do we get there?

C. PROVOST'S REPORT – This report was presented by Vice-Provost Harvest Collier.

1. Dr. Collier discussed the memo from Provost Shah regarding "Freshman and Sophomore Instructors." The memo stated that graduate students would no longer be allowed to be in charge of instruction and grading authority in freshman and sophomore classes.

   a. The DWF problem, particularly among freshmen and sophomores, is a very strong contributing factor to this policy.
b. Concerns were voiced that the blanket policy hampers the departments and that departments should be allowed to handle the problem.
c. There was a suggestion that this policy be waived for lab courses.

2. Dr. Thomas commented that the policy punishes the innocent along with the guilty. He stated that the faculty have to take responsibility as a whole. They cannot allow a very tiny minority of the faculty to bring the institution down.

2 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. STUDENT AFFAIRS – This report was presented by Mark Potrafka.

1. The issue of the Academic Free Hour was referred to the Student Affairs Committee. After discussion, the committee proposed a new “Class Meeting Times” schedule and moving the Academic Free Hour. This change was approved by the student leaders. The proposal will be sent to the General Faculty by electronic mail for review. There was a motion to accept the report, a second and the motion passed.

B. BUDGETARY AFFAIRS – This report was presented by Greg Gelles.

1. The Budgetary Affairs Committee did not have a February meeting prior to the Academic Council meeting.

2. The budget was the key issue at the February IFC meeting for all campuses. It was noted that at UMC, faculty members are very involved in budgetary affairs. A three-person committee covering five areas meets with the Provost to make recommendations about budget cuts. This degree of transparency would be very nice at UMR as we work through the budget process.

C. STUDENT CONDUCT and STUDENT SCHOLASTIC APPEALS – This report was presented by Steve Raper.

1. The issue of Academic Integrity was referred to the Student Conduct Committee and the Student Scholastic Appeals Committee. The committees found that few cases of academic dishonesty were officially reported, however, there were many instances that were not reported.

2. The committees ask that the Provost communicate to all academic administrators and faculty the rules as they pertain to academic dishonesty and report the number of academic dishonesty cases to the Academic Council annually.

3. The committee suggested that faculty pursue incidents of Academic Dishonesty.

4. The issue of implementing a UM System Policy, rather than a UMR Policy, was referred to the Rules, Procedures and Agenda (RP&A) committee.

5. There was a motion to accept the report, a second, and the motion passed.
D. DIVISION OF FOUNDATIONAL STUDIES – This report was presented by Carol Ann Smith.

1. The Division of Foundational Studies (DFS) Ad Hoc Committee gave a progress report on their activities. It was noted that DFS will focus on the retention of students and has no plans to reassign or interfere with faculty. Current efforts of DFS include strengthening the K-12 connection, strategies to increase campus diversity, pursuing a 128 credit hour B.Sc. degree requirement, the possibility of a common first-year experience course, developing more effective teaching ideas especially at the introductory course level to improve retention, and developing more effective advising programs.

2. The Division of Foundational Studies is a division in name only. It is not a new college. It has no faculty. There are no changes to current academic boundaries. DFS currently consists of one person, although a secretary may be hired in the near future.

3. The committee noted that the role of DFS is ill-defined with regard to the implementation of retention activities, such as the 128 credit hour program and the 42 hour transfer policy.

4. There was a motion to accept the report, a second, and the motion passed.

E. ADMISSIONS AND ACADEMIC STANDARDS - This report was presented by Mariesa Crow.

1. The committee recommended moving the drop date to one week after mid-term grades are posted. This would give students a chance to see their grades before making the decision to drop a class. There was also a recommendation to move the “change to hearer” status date to the same time.

2. The committee recommended that only D’s and F’s should be looked at when making policy changes, unless the reasons for the students’ withdraws are known. However, Chancellor Thomas noted that eliminating the Withdraw or adding W-pass or W-fail to the DWF report would require a change at the UM System level. It was then suggested that the matter be taken to the March IFC meeting for discussion.

3. There was a motion to accept the report, a second, and the motion passed.

F. CURRICULA – This report was presented by Thomas Schuman.

1. The Curricula Committee recommends that the current EC1 and CC1 forms be replaced with new CC, DC, and EC forms. This would simplify changes, as these forms are downloadable Microsoft Word forms with form fields for entering the data. The forms are available by going through the Registrar’s home page to the Campus Curriculum Committee page or by the following
There was a motion to accept the report, a second, and the motion passed.

2. There was a motion and second to approve course changes generated from the February 2002 meeting. The motion carried.

3 OLD BUSINESS
A. Action Items
   1. Resolution of Video Distance Learning is on hold until the resolution of the UM System Copyright Policy.

4 NEW BUSINESS
A. STAFF COUNCIL
   1. Nomination forms for Staff Awards and Recognition are posted on the Staff Council web site.

B. STUDENT COUNCIL
   1. There will be an opportunity to meet the Student Curator, Vicki Eller, on March 8, from 12:00 – 2:00 P.M. in the Carver-Turner Room, University Center-East.
   2. Marty Rust and R.J. Agee are the candidates for the Student Council Presidential election.

C. GRADUATE STUDENT’S COUNCIL – No report.

D. REFERRALS
   1. Refer Chancellor’s Policy Memorandum #31 regarding Distance Education Funds to the Budgetary Affairs Committee for review and comments.

There was a motion to adjourn, with a second, motion carried at 2:45 P.M.
Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official notification and documentation of actions approved.
# UMR Class Meeting Times

## Current

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<td>7:30–8:45 (M, W)</td>
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*6:00–8:45 (Evening classes meeting only one night per week)

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*Corrected from Agenda copy*
Academic Dishonesty

There is no easy way to determine how many cases of academic dishonesty have actually occurred in recent years. It is known that the cases referred to the Primary Administrative Officer numbered 5 in 1999, 4 in 2000 and 3 in 2001. The majority, if not all, of these cases were referred by one academic department.

It thus appears that the many faculty members are not effectively following the current policy on academic dishonesty as stated in the Collected Rules and Regulations. The policy states in part that:

*In all cases of academic dishonesty, the instructor shall make an academic judgement about the student’s grade on that work and in that course. The instructor shall report the alleged academic dishonesty to the Primary Administrative Officer.*

To improve the awareness and handling of academic dishonesty cases occurring at the university the following actions are recommended:

1. The Provost, as the Primary Administrative Officer, shall communicate to all academic administrators and faculty the rules as they pertain to academic dishonesty as stated in the Collected Rules and Regulations, Chapter 200, Section 200.010 Standard of Conduct.

2. The Provost shall report to the academic council on an annual basis the number of academic dishonesty cases over the previous three years.

It is recommended that the Provost communication include:

- A statement of the academic dishonesty policy including a reference to its location in the collected rules of the University.
- A request that all academic faculty and administrators report all academic dishonesty cases for all courses they teach. This includes on-campus and/or distance courses.
- A statement that the Provost office serves as the common collection point to prevent repeated cheating incidents during a student’s academic career. This statement should indicate how the Provost office handles incident reports.
- A request to department chairs to be proactive and see that cases of academic dishonesty involving their department are properly reported to the Provost office.

Respectfully submitted:

David B. Oglesby  
Chair, Student Conduct Committee

Stephen A. Raper  
Chair, Student Scholastic Appeals Committee
The committee was charged with considering several issues as follows:

**Drop Date**

The committee was asked to consider the implications of moving the drop date from the current time in the semester to a later date. This move was requested by StuCo so that a student could garner more feedback before making the decision whether or not to continue in a class. Currently, for a student to drop a course without it adversely impacting their transcript with a “withdrawal,” they must make this decision after only a few weeks in a course. Frequently students have only taken one hourly exam and have had only a few homeworks graded and returned by this time and have insufficient information about their progress. The committee felt that this was a reasonable request and that it would not adversely impact the academic standards of the university. Therefore, the committee requests that action be taken on the following:

**Recommendation:** Move the drop date to one week after mid-term grades are posted. Move the “change to hearer” status date to the same time.

**Withdraws**

The committee discussed the impact of the “withdraw” on campus policies. The committee had mixed opinions about the use of the W when considered with D and Fs in the grading structure. Many of the committee members felt that a W is not necessarily an indication that a student is doing poorly in a class. Some students may choose to withdraw from a particular class to devote more time to other courses or they may have GPA-based scholarships that would be adversely affected by a C grade. Lower classmen, especially freshman, are used to receiving As and Bs in high-school and may withdraw from a class they are passing if they are getting a C.

**For consideration:** Do away with the W completely as a grading option

The combination of the grade-substitution policy and the later drop date may make course withdrawal unnecessary.

**Recommendation:** Do not lump Ws with Ds and Fs when making policy changes without further study about why students are withdrawing from classes.
Statistical Comparison of DWFs and ACT scores

The committee discussed the statistical correlation between the trend of DWFs and ACT scores and were unable to come to a conclusion. Given the committee's ambivalence about the W grade, we were unable to make a firm statement regarding any trends. Also many of the committee members felt that the data under consideration was too aggregated to produce informative conclusions. We will continue to consider this item.
ACADEMIC COUNCIL

TO: UMR FACULTY

Academic Council Meeting
Thursday, February 21, 2002
204 McNutt; 1:30 P.M.

I. Approval of minutes of the January 24, 2002 meeting

II. Reports and Responses

A. President's Report  
   Ralph Wilkerson (5 minutes)

B. Chancellor's Report  
   Gary Thomas (10 minutes)
   1. Questions and Answers (10 minutes)

C. Provost's Report  
   Y.T. Shah (5 minutes)
   1. New Policy Regarding "Freshman and Sophomore Instructors"*
   2. Questions and Answers (5 minutes)

III. Reports of Standing and Special Committees

A. Student Affairs *  
   Mark Potrafka (5 minutes)

B. Budgetary Affairs  
   Greg Gelles (5 minutes)

C. Student Conduct  
   Student Scholastic Appeals  
   David Oglesby / Steve Raper (5 minutes)

D. Division of Foundational Studies  
   Carol Ann Smith (5 minutes)

E. Admissions & Academic Standards  
   Mariesa Crow (5 minutes)

F. Curricula *  
   Thomas Schuman (5 minutes)

IV. Old Business

A. Action Items  
   1. Resolution of Video Distance Learning

V. New Business and Announcements

A. Staff Council  
   Barbara Robertson

B. Student Council  
   Ryan Wilson

C. Graduate Students Council  
   Prem Lobo

D. Referrals

* Information distributed with agenda.
MEMORANDUM TO: Dean Russell Buhite  
Dean Robert Mitchell  
Dean Lee Saperstein  
Dean Arlan DeKock  
Vice Provost Harvest Collier  
FROM: Y. T. Shah, Provost  
SUBJECT: Freshman and Sophomore Instructors

I have been examining the Ds, Ws and Fs for fall semester and discover that in some of the courses, graduate students have been in charge of instruction with grading authority. I have discussed this matter with Chancellor Thomas and we both agree that from now on no graduate assistant will be allowed to be in charge of instruction and grading authority in freshman and sophomore classes. This applies to the present semester as well. I request you inform your department chairs to make appropriate changes should they be needed. Vice Provost Harvest Collier will be in charge of monitoring this policy. Thank you for your attention to this matter.

YTS/bjc

cc: Chancellor Thomas  
Jay Goff
Student Affairs Committee

The Student Affairs Committee recommends that the Academic Council approve the scheduling proposal from the Provost’s Cabinet.

Furthermore, the committee reaffirms its previous recommendation on the Academic Free Hour. Since the concept was originally proposed in 1998, the Student Affairs Committee has recommended the inclusion of a free period in the class schedule. The original intent of academic free time was to provide time during the day where there would be no classes, laboratories, or tests where faculty and students could meet, socialize, attend and organize activities that contribute to the building of a sense of community on the UMR campus. This intent, while considered idealistic by some, remains a goal and recommendation of the committee. The committee continues to encourage students and faculty to try to use the free hour periods in this manner. The committee recognizes that issues exist regarding scheduling of space and food services and recommends ideas be explored to improve scheduling processes and services.

Class Meeting Times

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<td><strong>Current</strong></td>
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<td>2. 9:30 – 10:45</td>
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<td>9:30 – 10:20</td>
<td>3. 11:05 – 12:20</td>
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<td>(Academic Free Hour) 12:30 – 1:30</td>
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<td>4. 1:30 – 2:45</td>
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<td>11:30 – 12:20</td>
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| **Proposed** |             |               |
| 1.            | 8:00 – 8:50 | 1. 8:00 – 9:15 |
| 2.            | 9:00 – 9:50 | 2. 9:30 – 10:45 |
| 3.            | 10:00 – 10:50| 3. 11:00 – 12:15 |
| 4.            | 11:00 – 11:50| 4. 12:30 – 1:30 |
|               | 12:00 – 1:00 (Academic Free Hour) | 5. 1:30 – 2:45 |
| 5.            | 1:00 – 1:50 | 6. 3:00 – 4:15 |
| 6.            | 2:00 – 2:50 | 7. 4:30 – 5:45 |
| 7.            | 3:00 – 3:50 | 6:00 – 7:15 (T, TH) |
| 8.            | 4:00 – 4:50 | 7:30 – 8:45 (T, TH) |
| 9.            | 5:00 – 5:50 |               |
|       | 6:00 – 7:15 (M, W) | No Academic Free Hour on Tuesdays & Thursdays |
|       | 7:30 – 8:45 (M, W) |               |

* 6:00 – 8:45  (Evening classes meeting only one night per week)
Memo To: Academic Council  
From: UMR Campus Curricula Committee  
RE: February 4, 2002, Meeting

The UMR Campus Curricula Committee recommends to the Academic Council that the current EC1 and CC1 forms be discontinued and replaced by three forms as follows:

Experimental Course Form (EC form) - For introducing new experimental courses. This form is largely the same as the existing EC1 form, but allowing for co-listed courses all on one form.

Course Change Form (CC form) - For modifications to existing courses and for new permanent courses. This form is a simpler version of the existing CC1 form, since it will no longer include information from curriculum changes. It also allows for co-listed courses all on one form.

Program Change Form (PC form) - For new or modified degree programs, emphasis areas, and minors. This is a new form for curriculum changes, which is much simpler than the existing CC1 currently being used for this purpose.

These forms will be made available in electronic format.

The UMR Campus Curricula Committee recommends to the Academic Council that the curricula changes on the following CC1s be approved.

CC1 5174, Computer Science 053, Introduction to Programming. Approved for FS2002. Change in credit hours from 2 hours lecture and 1 hour lab "TO" 3 hours lecture. Change in prerequisites from entry requirements "TO" accompanied by Cmp Sc 054. Change in description to: Emphasis placed on problem solving methods using good programming practices and algorithm design and development. Topics included are syntax/semantics, logical, relational and arithmetic operators, decision branching, loops, functions, file I/O, arrays output formatting, C-strings, and an introduction to Object-Oriented Programming including the development and use of classes.

CC1 5175, Computer Science 074, Introduction to Programming Methodology, FS2002. Approved for FS2002. Change in catalog description to: Basic structured programming and problem solving techniques using C++. Development, debugging, and testing of programs, data representation. Topics to include syntax/semantics, operators, loops, decision branching, arrays, file I/O. This course is a terminal course for non-majors and is not sufficient for entry into computer Science 153.
CC1 5176, Computer Science 054, Introduction to Programming Laboratory, FS2002. Approved new course for FS2002. 1 hour lab. Prerequisite: Cmp Sc 053. Description: Practical applications of concepts learned in Cmp Sc 053. Hands-on instruction in C++ developing, debugging, and testing programming projects.

CC1 5228, Computer Science, curriculum changes. Approved changes for FS2002. This CC1 reflects the changes made in CC1s 5174, 5175 and 5176.

CC1 5177, Information Science & Technology 301, Special Topics. Approved new course for SS2002. Variable hours. This course is designed to give the department an opportunity to test a new course. Variable title. The term approved was changed from WS2002 “TO” SS2002.


CC1 5180, English 000, curriculum change. Approved for FS2002. Additions and changes for the Bachelor of Arts (Preparation for Teacher Certification) English. Editorial changes were made by the committee for clarification.

CC1 5181, Civil Engineering 242, Introduction to Building Systems. Approved new course for FS2002. Co-listed with ArchE 242. 3 hours credit. Prerequisites: Physics 24, Math 204 and junior standing. Description: An introduction to life support systems and technology of interest to civil and architectural engineers in the planning and operation of large buildings. Topics include building climate and human comfort; awareness of national building code requirements; fundamentals of building HVAC systems and interior air quality; the principles of plumbing and waste systems; fundamentals of electric power distribution, equipment, and wiring systems; principles of building illumination; building transportation equipment; and the fundamentals of architectural acoustics.

CC1 5182, Architectural Engineering 242, Introduction to Building Systems. Approved new course for FS2002. Co-listed with Cv Eng 242. 3 hours credit. Prerequisites: Physics 24, Math 204 and junior standing. Description: An introduction to life support systems and technology of interest to civil and architectural engineers in the planning and operation of large buildings. Topics include building climate and human comfort; awareness of national building code requirements; fundamentals of building HVAC systems and interior air quality; the principles of plumbing and waste systems; fundamentals of electric power distribution, equipment, and wiring systems; principles of building illumination; building transportation equipment; and the fundamentals of architectural acoustics.


CC1 5184, Architectural Engineering 319, Applied Mechanics in Structural Engineering. Approved new course for FS2002. Co-listed with Cv Eng 319. 3 hours lecture. Prerequisites: Cv Eng 217. Description: A study of basic relationships involved in the mechanics of structures. Topic include basic elasticity, failure criteria,
fundamental theories of bending and buckling of plates and cylindrical shells for practical application in analysis and design of bridge building floors and shell roofs.

CC1 5185, Architectural Engineering 374, Infrastructure Strengthening with Composites. Approved new course for FS2002. Co-listed with Cv Eng 374. 2 hours lecture and 1 hour lab. Prerequisites: Cv Eng 217 and Cv Eng 223. Description: This course presents composites materials and includes principles of reinforcing and strengthening for flexure, shear and ductility enhancement. It covers the design of new concrete members reinforced with composites as well as existing members strengthened with externally bonded laminates or near surface mounted composite. Case studies are discussed and substantial laboratory exposure is provided.

CC1 5186, Military Science 108, Advanced Military Leadership and Management. Approved for FS2002. Change in course number from 108 "TO" 208. Change in prerequisites from None "TO" Mil Sc 207. Change in description to: Transition from college student/cadet to army officer (2nd Lieutenant); legal aspects of decision making and leadership; organization of the army and organization for operations from the tactical to strategic levels; administrative and logistical management, reporting to first duty station and change of station entitlements; platoon leader actions and experiences.

CC1 5187, Information Science & Technology 354, Multimedia Development and Design. Approved new course for FS2002. 3 hours credit. Prerequisites: IST 51, Cmp Sc 53 or Cmp Sc 73. Description: Students will learn current practices for development and design of interactive multimedia. The course covers tools for development of 2-D and 3-D graphics, video, audio, animation, and integrated multimedia environments. (Editorial changes, form was submitted with course # 334 but corrected to 354 and the word "Multi" was added to the title per Richard Hall.)

CC1 5188, Ceramic Engineering 000. Approved new emphasis area in MS Ceramic Engineering Degree, Ceramic Engineering/Biomaterials for FS2002.

CC1 5189, Mining Engineering 215, Materials Handling in Mines. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisite: Mi Eng 003. Description: Mining applications of material transport and handling. Truck haulage and haulroads. Conveyors: belt, armored, and others; feeders; bins and bunkers; material stockpiling and homogenization; rail transport; water transport; slurry transport; mine hoists and hoisting. (This CC1 was approved at the 1/07/02 meeting. It was circulated for informational purposes.)

CC1 5190, Mining Engineering 318, Mine Atmospheric Control II. Approved for FS2002. Change in course number from 318 "TO" 418. Change in prerequisites from Mi Eng 218 "TO" Mi Eng 318. (This CC1 was approved at the 1/07/02 meeting. It was circulated for informational purposes.)


CC1 5192, Architectural Engineering 203, Introduction to Architectural Design I. Approved new course for FS2002. 1 hour lecture and 2 hours lab. Prerequisite;
Sophomore standing. Description: Introduction to the interaction between architecture and the engineering disciplines. Theories of building and site design, technology as an integral component of design, plan and spatial organization, structural clarity, formal composition, and environmental context are considered as principle form determinants.

CC1 5193, Architectural Engineering 210, Seminar. Approved new course FS2002. Seminar. 0 hours credit. Prerequisite: Senior standing. Description: Discussion of current topics.

CC1 5194, Architectural Engineering 217, Structural Analysis I. Approved new course for FS2002. Co-listed with Cv Eng 217. 2 hours lecture and 1 hour lab. Prerequisites: Bas En 50, Bas En 110, each with a grade of "C" or better. Description: Loads on Structures. Analysis of statically determinate and indeterminate beams, frames and trusses. Influence lines and moving loads. Computation of deflections. Development and use of theorems of displacement methods including slope-deflection and moment distribution to analyze statically indeterminate structures. Computer solutions.

CC1 5195, Architectural Engineering 221, Structural Design in Metals. Approved new course for FS2002. Co-listed with Cv Eng 221. 2 hours lecture and 2 hour lab. Prerequisites: ArchE 217 with a grade of "C" or better. Description: The analysis and design of structural elements and connections for buildings, bridges and specialized structures utilizing structural metals. Both elastic and plastic designs are considered.

CC1 5196, Architectural Engineering 223, Reinforced Concrete Design. Approved new course for FS2002. Co-listed with Cv Eng 223. 2 hours lecture and 1 hour lab. Prerequisites: ArchE 217 with a grade of "C" or better. Description: The analysis and design of reinforced concrete beams, slabs, columns, retaining walls and footings by the elastic and ultimate strength methods including and introduction to the design of pre-stressed concrete. Introduction to use of computers as a design aid tool.

CC1 5197, Architectural Engineering 241, Economy of Engineering Design. Approved new course for FS2002. Co-listed with Cv Eng 241. 3 hours credit. Prerequisite: Junior standing. Description: A study of the economic relationships between engineering design alternatives and economic factors such as the time value of money, risk, uncertainty and allowable depreciation methods.

CC1 5198, Architectural Engineering 247, Ethical, Legal and Professional Engineering Practice. Approved new course for FS2002. Co-listed with Cv Eng 247. 2 hours credit. Prerequisite: Junior standing. Description: Discussions of law concerning contracts, torts, agencies, real property, partnerships and corporations. The purposes and implications of the engineering registration law, the effect of legal, ethical and marketing considerations of the practice of Architectural Engineering.

CC1 5199, Architectural Engineering 248, Introduction to Contracts and Construction Engineering. Approved new course for FS2002. Co-listed with Cv Eng 248. 3 hours credit. Prerequisite: Proceeded or accompanied by ArchE 247. Description: Introduction to the concepts and techniques used in large construction projects for the preparation of engineer service contracts, the development of a project manual, detailed and conceptual cost estimating, and construction scheduling analysis.
CC1 5200, Architectural Engineering 298, Architectural Engineering Design Project. Approved new course FS2002. 1 hour lecture and 1 hour lab. Prerequisites: ArchE 248; to be taken final semester. Description: Open-ended building design project involving one or more areas of architectural engineering. Planning design projects, philosophy of design, and the application of architectural engineering principles to design problems.

CC1 5201 Architectural Engineering 322, Analysis and Design of Wood Structures. Approved new course. FS2002. Co-listed with Cv Eng 322. 3 hours credit. Prerequisites: ArchE 217 with a grade of “C” or better. Description: A critical review of theory and practice in design of modern wood structures. Effect of plant origin and physical structure of wood on its mechanical strength; fasteners and their significance in design; development of design criteria and their application to plane and three dimensional structures.

CC1 5202, Architectural Engineering 323, Classical and Matrix Methods of Structural Analysis. Approved new course for FS2002. Co-listed with Cv Eng 323. 3 hours credit. Prerequisites: ArchE 217 with grade of “C” or better. Description: Classical displacement and force methods applied to structures of advanced design. Displacement matrix methods and computer techniques applied to continuous beams, frames, and trusses, plane grid and three dimensional frames.

CC1 5203, Architectural Engineering 325, Applied Mechanics in Structural Engineering. Approved new course for FS2002. Co-listed with Cv Eng 325. 3 hours credit. Prerequisites: ArchE 217 with a grade of “C” or better. Description: A study of basic relationships involved in the mechanics of structures. Topics include basic elasticity. Failure criteria, fundamental theories of bending and buckling of plates and cylindrical shells for practical application in analysis and design of bridge, building floors and shell roofs.

CC1 5204 Architectural Engineering 326, Advanced Steel Structures Design. Approved new course. FS2002. Co-listed with Cv Eng 326. 2 hours lecture and 1 hour lab. Prerequisites: ArchE 221 with a grade of “C” or better. Description: The design of structural steel systems into a final integrated structure. Plate girders, composite systems, stability, connections, rigid frames, single and multistory buildings, and similar type problems of interest to the student. Use of the computer as a tool aid in the design will be emphasized.

CC1 5205, Architectural Engineering 327, Advanced Concrete Structures Design. Approved new course for FS2002. Co-listed with Cv Eng 327. 3 hours credit. Prerequisites: ArchE 223 with a grade of “C” or better. Description: The design of structural concrete systems into a final integrated structure. Two-way slabs, long columns, connections, and discontinuity regions, deflections and cracking of beams and slabs, ACI design criteria, and similar type problems of interest to the student. Use of the computer as a tool to aid in the design will be emphasized.

CC1 5206, Architectural Engineering 328, Pre-stressed Concrete Design. Approved new course for FS2002. Co-listed with Cv Eng 328. 3 hours credit. Prerequisites: ArchE 223 with a grade of “C” or better. Description: Behavior of steel and concrete under sustained load. Analysis and design of pre-tensioned and post-tensioned reinforced concrete members and the combining of such members into an integral structure.
CC1 5207, Architectural Engineering 329, Foundation Engineering II. Approved new course for FS2002. Co-listed with Cv Eng 329. 3 hours credit. Prerequisites: ArchE 229 with a grade of "C" or better. Description: classical earth pressure theories. Analysis of shallow and deep foundations to include bearing capacity and settlement of footings, rafts, piles and drilled piers. Analysis of stability and design of retaining walls and anchored bulkheads.

CC1 5208, Architectural Engineering 345, Construction Methods. Approved new course for FS2002. Co-listed with Cv Eng 345. 3 hours total. Prerequisites: ArchE 248 with a grade of "C" or better. Description: Introduction to construction planning selection of equipment and familiarization with standard methods for horizontal and vertical construction. Application of network analysis and schedules to project control.

CC1 5209, Architectural Engineering 346, Construction Methods. Approved new course for FS2002. Co-listed with Cv Eng 346. 3 hours credit. Prerequisites: ArchE 248 with a grade of "C" or better. Description: Management of construction projects from inception to completion: estimates, role of network preplanning, project monitoring and control.

CC1 5210, Architectural Engineering 349, Engineering and Construction Contract Specifications. Approved new course for FS2002. Co-listed with Cv Eng 349. 3 hours credit. Prerequisites: ArchE 248 with a grade of "C" or better. Description: Legal and business aspects of contracts and contracting procedure in the construction industry to include contracts for engineering services and for construction. Analysis, study of precedents, and application of the more important provisions, including changes, differing site conditions, liability, arbitration, termination, disputes, appeal procedure, payments, insurance, inspection, liquidated damages, and technical provisions.

CC1 5211, Civil Engineering 000, curriculum change. Approved for FS2002. This CC1 shows a summary of all co-listed Cv Eng courses with ArchE courses. (Editorial change: The second listing of Cv Eng 247 and ArchE 247 should be Cv Eng 248 and ArchE 248. Cv Eng 301 co-listed with ArchE 301 was deleted. ArchE 301 is a new course and should be submitted on a CC1 form. Also, experimental courses may only be co-listed on a case by case basis.)

CC1 5212, Civil Engineering 221, Structural Design in Metals. Approved for FS2002. Change in prerequisites from Cv Eng 218 with grade of "C" or better "TO" Cv Eng 217 with grade of "C" or better. (Editorial change of effective term from WS2002 "TO" FS2002.)

CC1 5213, Civil Engineering 223, Reinforced Concrete Design. Approved for FS2002. Change in prerequisites from Cv Eng 218 with grade of "C" or better "TO" Cv Eng 217 with grade of "C" or better. (Editorial change of effective term from WS2002 "TO" FS2002.)

CC1 5214, Civil Engineering 319, Applied Mechanics in Structural Engineering. Approved for FS2002. Change in prerequisites from Cv Eng 218 with grade of "C" or better "TO" Cv Eng 217 with grade of "C" or better. (Editorial change of effective term from WS2002 "TO" FS2002.)

CC1 5215, Civil Engineering 322, Analysis and Design of Wood Structures. Approved for FS2002. Change in prerequisites from Cv Eng 218 with grade of "C" or better
"TO" Cv Eng 217 with grade of "C" or better. (Editorial change of effective term from WS2002 "TO" FS2002.)

CC1 5216, Civil Engineering 323, Classical and Matrix Methods of Structural Analysis. Approved for FS2002. Change in prerequisites from Cv Eng 218 with grade of "C" or better "TO" Cv Eng 217 with grade of "C" or better. (Editorial change of effective term from WS2002 "TO" FS2002.)

CC1 5217, Civil Engineering 324, Numerical Methods of Structural Analysis. Approved for FS2002. Change in prerequisites from Cv Eng 218 with grade of "C" or better "TO" Cv Eng 217 with grade of "C" or better. (Editorial change of effective term from WS2002 "TO" FS2002.)

CC1 5218, Civil Engineering 327, Advanced Concrete Structures Design. Approved for FS2002. Change in credit hours from 2 hours lecture 1 hour lab "TO" 3 hours lecture.

CC1 5219, Electrical Engineering 377, Microwave Circuit Design. Approved for SS2002. Change in course title "TO" Microwave and Millimeter Wave Engineering and Design. Change in description to: Introduce senior and graduate students to the concept microwave an millimeter wave engineering and component design such as waveguide, couplers, detectors, mixers, etc., including network theory and scattering matrix. Finally, their application in various microwave circuits will be discussed. (Editorial change of effective term from WS2002 "TO" SS2002.)

CC1 5220, Mechanical Engineering 355, Automation in Manufacturing. Approved for FS2002. Change in prerequisites from Mc Eng 253 "TO" Mc Eng 253 and Mc En 279. Change in description to: Manufacturing automation at the workstation level. Topics include kinematic and geometric error modeling of manufacturing workstations, control system hardware, servomechanism modeling and control, CNC programming, dynamic simulation, PLCs and PCs, industrial robotics modeling and control, and manufacturing systems analysis.

CC1 5221, Mechanical Engineering 363. Computer Applications in Mechanical Engineering Design. Approved for FS2002. Change in course title "TO" Principles and Practice of Computer Aided Design. Change in description to: Fundamentals of computer-aided design including geometric modeling, CAD data exchange, graphics concepts, and finite element analysis. Projects include basic graphics, matrix algebra, automated drafting, freeform curve and surface modeling, solid modeling, assembly modeling, and finite element modeling, using educational and commercial software packages including Unigraphics and Matlab. Editorial change: "or consent of instructor" was omitted from the prerequisite.


CC1 5223, Ceramic Engineering 111, Ceramic Materials Lab I, Characterization of Materials. Approved for FS2002. Change in catalog description to: Laboratory
experience in collection, benefaction, and characterization of ceramic raw materials; granulation, compaction, and sintering of particulate materials; and characterization at an introductory level. Standard laboratory practice including safety, report writing, and error analysis are also emphasized.

CC 5224, Ceramic Engineering 122, Ceramic Materials Lab II, Rheology & Plastic Behavior. Approved for WS2003. Change in course title "TO" Ceramic Materials Laboratory II, glass and Traditional Ceramics. Change in description to: Laboratory experience in design, processing, and characterization of glasses and ceramics. Glasses are formulated, melted and characterized to correlate composition and properties. Clay-based ceramics are formulated to meet performance specifications, prepared by slip casting/extrusion, and fired.

CC 5225, Architectural Engineering 000. Approved curriculum change for FS2002. Adding two new ArchE courses, ArchE 103 and ArchE 203 to the curriculum. These courses were previously listed as ArchE 1xx and ArchE 2xx.

CC 5227, Biological Sciences 401, Special Topics. Approved new course for FS2002. Variable hours. Variable title. Description: This course is designed to give the department an opportunity to test a new course.

For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will be offered in the near future.

EC 1293, Economics 301, Network Economy. Approved for FS2002. 3 hours credit. Prerequisites: Econ 221. Instructor's Permission omitted.

EC 1294, Information Science & Technology 301, Web Design & Development. Approved for FS2002. 1.5 lecture hours and 1.5 lab hours. Prerequisite. None.

EC 1295, Ceramic Engineering 401, Introduction to Biomaterials. Approved for FS2002. Co-listed with Mt Eng 401 and Bio Sci 401. Approved. 3 hours credit. Prerequisites: Senior undergraduate or graduate standing. (Denied as a co-listed 301/401 course.)

EC 1296, Metallurgical Engineering 401, Introduction to Biomaterials. Approved for FS2002. Co-listed with Cr Eng 401 and Bio Sci 401. Approved. 3 hours credit. Prerequisites: Senior undergraduate or graduate standing. (Denied as a co-listed 301/401 course.)

EC 1298, Computer Science 401, Image and Video Compression. Approved for SS2002. 3 hours lecture. Prerequisites: Cmp Sc 253.

EC 1299, Computer Science 301, Great Ideas in Computer Science. Approved for FS2002. 3 hours credit. Prerequisites: Cmp Sc 158, Cmp Sc 153.

EC 1300, Economics 301, Sports Economics. Approved for FS2002. 3 hours credit. Prerequisite: Econ 221. Instructor’s Permission omitted.

EC 1301, Education 301, Current Issues in Professional Development. Approved for WS2002. 2 hours credit. Prerequisites: Graduate standing.
EC1 1303, Civil Engineering 401, Contract Formulation and Project Delivery System. Approved for WS2002. 3 hours credit. Prerequisite: Cv Eng 345.

EC1 1304, Civil Engineering 301, Teaching Engineering. Approved for SS2002. Co-listed with Cp Eng, Eng Mg, Env En, and El Eng. Prerequisite: Graduate standing.

EC1 1305, Computer Engineering 401, Trustworthy, Survivable Computer Networks. Approved for FS2002. 3 hours credit. Prerequisite: Cmp Sc 319 or Cmp Sc 385. Co-listed with Cmp Sc 401.

EC1 1306, Computer Engineering 401, Systems and Software. Approved for FS2002. Prerequisites: Cp Eng 313 or Cp Eng 315 or Cp Eng 317 or Cp Eng 319 or graduate standing.

EC1 1307, Computer Engineering 401, High-Speed Networks: Design and Simulation. Approved for FS2002. 3 hours credit. Prerequisites: Cp Eng 319 or hardware competence for ECE students; Cmp Sc 285 for Cmp Sc students. (Editorial changes were made: "Consent of instructor" was omitted. A semi colon was placed after "ECE students" plus omitting the word "and" after students.

EC1 1308, Environmental Engineering 301, Teaching Engineering. Approved for SS2002. Co-listed with Cp Eng, Eng Mg, Cv Eng and El Eng. 3 hours credit. Prerequisite: Graduate student.

EC1 1309, Electrical Engineering 301, Fundamentals of Nondestructive Testing Techniques. Approved for FS2002. 3 hours credit. Prerequisite: Senior standing.


EC1 1311, Mechanical Engineering 401, Modeling and Control of Manufacturing Processes. Approved for FS2002. 3 hours credit. Prerequisites: Mc Eng 355, Mc Eng 381.

EC1 1316, Mechanical Engineering 301, Introduction to Nanoscience and Engineering. Approved for FS2002. 3 hours credit. Prerequisites: Senior or graduate standing. Co-listed with Bio Sc 301, Chem 301, Ch Eng 301, Mt Eng 301, and Pe Eng 301.

EC1 1319, CpE and El Eng, Teaching Engineering 301. Approved for both CpE and El Eng for SS2002. 3 hours credit. Prerequisites: Graduate standing. Co-listed with Eng Mg 301, Env Eng 301 and Cv Eng 301.

J. Keith Nisbett, Chair
UMR Campus Curricula Committee
The meeting was called to order at 1:30 P.M. by President Elect Leonard Koderitz. Roll call was taken, and absentees noted were: Richard Brow, Patrick Guinta, Kurt Kosbar, Caesar Mendoza, Ilene Morgan, Mark Mullin, Don Sharpsteen, Philip Whitefield, and Paul Worsey.

There was a motion and second to approve the minutes of the November 15, 2001 meeting. The motion carried.

1 REPORTS AND RESPONSES

A. PRESIDENT’S REPORT – This report was presented by Academic Council President Elect Leonard Koederitz.

1. Academic Council Secretary, Todd Hubing, presented results of the General Faculty Ballot. There were 99 responses to the mail ballot. Of this number, 86 voted “Yes” while 13 “No” votes were cast. The proposed changes passed and will be forwarded to the Board of Curators by Chancellor Thomas.

2. There will be a Blood Drive on Monday, March 4, and Tuesday, March 5. Everyone is encouraged to donate, as blood supplies are low.

3. Topics discussed at the January IFC meeting were presented to the Academic Council.
   a. The Governor’s budget will impact the UM Budget. An increase of student fees is likely. A reduction of the reserve to 5% is possible, as is a reduction of maintenance accounts to 1½%.
   b. The IFC discussed the Copyright Policy. By default, ownership goes to the faculty member with the University retaining ownership when the majority of the work uses university resources. The legal department is currently reviewing this policy.
   c. The IFC discussed the parental leave policy. At this time, the proposal is on hold by Human Resources and the legal department.
   d. The IFC discussed joint appointments. Concerns were raised about untenured faculty appointments.
   e. Questions were raised about Presidential Awards. The awards do not rotate around the UM system. Each campus must make good nominations.

B. CHANCELLOR’S REPORT - This report was presented by Provost Y.T. Shah.

1. Governor Holden is proposing a 10% cut in appropriations to Higher Education. This will cost UMR millions. Even with an increase in student fees and no salary increase for employees, further reductions in expenses would still be necessary to balance the budget. Deliberations will continue for the next several months.
2. UMR has received a pledge of $5 million from Gary Havener toward the completion of the new University Center--critical for both student recruitment and retention. The Board of Curators will determine naming of the building at their March meeting.

3. A search for the Director of the Library is underway. Jean Eisenman will retire in September 2002. A search committee was formed of Larry Grayson, Harvest Collier, K.M. Isaac, Randy Moss, Rebecca Merrill, Ben Lea, Dale Majors and Matt Wilkerson.

4. A search for the Dean of the College of Arts and Sciences is still being pursued aggressively.

5. It is strongly urged that everyone take (or retake) the “Preventing Sexual Harassment” Mastery Test at http://www.umr.edu/~pshumr/choice.htm. The test takes approximately 20 minutes.

C. PROVOST’S REPORT – This report was presented by Provost Y.T. Shah

1. Enrollment
   a. Enrollment is looking good. UMR is on target for the Winter 2002 semester. Numbers are up significantly over last two years. Distance Education is up from 190 to 264. Jay Goff and his team are doing an outstanding job. UMR’s goal is 5500 students on campus and 500 students in the Distance Education program. After the goal of 6000 students is met, UMR must increase the quality of education.
   b. Jay Goff will send a “Weekly Enrollment Report” chart to the Deans, with a breakdown by department.

2. Retention
   a. Harvest Collier, along with the Division of Foundational Studies (DFS), is working at increasing the retention of freshman and sophomore students. One possible measure is a reduction in degree requirement hours (to 128 credit hours) for B.S./B.A. academic programs.

3. Research
   a. The Federal Plus-Up Proposals for next fiscal year total $79.9 million for nine projects. UMR is included on 7 out of 17 of the Missouri Life Science Proposals equaling $22 million per year.
   b. Cost sharing is down by 11%. Net Indirect Recovery of $5.4 million is projected for this fiscal year—an increase of $2.0 million.
   c. UMR is competing for a NSF EC this year. Antonio Nanni is leading the effort.
   d. UMR and Fort Leonard Wood will host a Department of Defense “Science and Technology Conference” in August. Senator Jean Carnahan and Representative Ike Skelton will be keynote speakers.
   e. The new Office of Sponsored Programs is almost ready. Expect a “Grand Opening” in February 2002.
   f. UMR received 42.3% of the funds allocated by the UM Research Board. Seventeen of 38 proposals were funded.
4. Distance Education
   a. Distance Education is growing. Three degrees are currently offered (Master's degrees in Engineering Management, Systems Engineering and Manufacturing Engineering) with another degree (Master of Engineering in Geotechnics) under active development in the Geological Engineering Department.
   b. Video production facilities now total four, located in the Library, Engineering Management, Electrical and Computer Engineering and Civil Engineering.

2 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. PERSONNEL – This report was presented by K.M. Isaac.
   1. The Personnel Committee endorsed the 360-degree Evaluation of Administrators concept as presented in the final report by the Committee to Evaluate the Administrative Review Process, dated May 23, 1996. The committee recommends that an Ad Hoc Evaluation Committee be created.

B. BUDGETARY AFFAIRS – This report was presented by Greg Gelles.
   1. The Budgetary Affairs committee recommended that UMR push for 4% salary increases. The Budgetary Committee to the Chancellor was previously dissolved. Chancellor Thomas serves as the administrative member of the Budgetary Affairs committee.

C. PUBLIC OCCASIONS – This report was presented by Kelvin Erickson.
   1. The Public Occasions committee reviewed a draft of Public Occasions Dates for 2002-03. There are four proposed Open House dates (two in Fall 2002 and two in Spring 2003). This will encourage more prospective students to visit UMR. Family Day is a separate event timed to coincide with midterm making it more successful.
   2. There was a motion and second to approve the Public Occasions Dates for 2002-2003. The motion carried.

D. DIVISION OF FOUNDATIONAL STUDIES – This report was presented by Carol Ann Smith.
   1. The Division of Foundational Studies Ad Hoc committee reported that committee members had met in December and January to collect preliminary information about the Division of Foundational Studies (DFS). It was indicated that Harvest Collier's charge as Dean of DFS has expanded to include consideration of a 42 hour transfer policy, 128 credit hour B.Sc. requirement, strengthening the K-12 connection, and creating a common first-year experience course. Ryan Wilson was added to the committee as a representative of Student Council.

E. CURRICULA - This report was presented by Thomas Schuman.
   1. There was a motion and second to approve course changes generated from the December 2001 meeting of the Curricula Committee. The motion carried.
2. There was a motion and second to approve course changes generated from the January 2002 meeting. The motion carried.

F. RULES, PROCEDURE & AGENDA – This report was presented by Don Myers.

1. The Rules, Procedure & Agenda (RP&A) committee discussed the Search Committee Policy from Chair to Chancellor. Feedback received by RP&A was negative regarding proposed changes to the Chair and Dean search committee policy.

2. RP&A is considering the reorganization of Academic Council committees. Concerns with present committees include problems with committee structures, duplication of efforts, and not enough involvement by committee members. The end result of reorganization would be fewer committees functioning more efficiently.

3 OLD BUSINESS

A. Action Items

1. Resolution of Video Distance Learning is on hold until the resolution of the UM System Copyright Policy.

4 NEW BUSINESS

A. STAFF COUNCIL

1. There will be a Blood Drive on Monday, March 4 and Tuesday, March 5.

2. There is a call for nominations for Staff Awards and Recognition.

3. The results of the Staff Council Survey are posted on the Staff Council web-site.

B. STUDENT COUNCIL

1. Student Council will cohost “Speak Up Rolla” on Tuesday, February 5, in Centennial Hall, University Center-East at 6:30 P.M. The forum will focus on bringing entertainment to Rolla.

C. GRADUATE STUDENT’S COUNCIL – No report.

D. REFERRALS – No referrals

There was a motion to adjourn, with a second, motion carried at 2:30 P.M.

Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official notification and documentation of actions approved.*
Budget Estimates for FY2003

The Governor released his proposed budget yesterday. In it, he proposed a 10% cut in appropriations to higher education.

While we do not know how the Board of Curators will react to this announcement, UMR has worked up nine scenarios.

(Show graph)

The Budgetary Affairs Committee has recommended that UMR argue for adherence to the long-range plans set forth by the university. On the issue of salary, the long-range plan recognized that the university had fallen behind salary levels at competitor institutions; hence, they recommended that UMR argue for a 4% average salary increase.

Given the fact that consumer prices increased by only 1.6% in 2001, it may be possible to increase salaries by less than 4% and still remain consistent with the long-range plan, which assumes an inflation rate of 3% and the need to increase salaries by 1% above inflation in order to help close the gap between UM salaries and those at competitor institutions.

However, we will have to wait and see what directives we receive from the UM System.
## Budget Estimates for Various Alternatives

Further Reduction in Expenses Necessary to Balance Budget (in Millions)

<table>
<thead>
<tr>
<th>Fee Increase</th>
<th>Salary Increase of 4%</th>
<th>Salary Increase of 2%</th>
<th>Salary Increase of 0%</th>
</tr>
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<td>6%</td>
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<td>($3.3)</td>
<td>($2.3)</td>
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<tr>
<td>8%</td>
<td>($4.0)</td>
<td>($3.0)</td>
<td>($1.9)</td>
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<tr>
<td>10%</td>
<td>($3.6)</td>
<td>($2.6)</td>
<td>($1.5)</td>
</tr>
</tbody>
</table>
University Center

UMR has received a pledge of $5 million toward the completion of the University Center. The pledge comes from Gary Havener, a 1962 graduate of the Mathematics and Statistics Department. He is President and Owner of Havener Enterprises, Inc. in Fort Worth, Texas. Gary has been very supportive of the campus, including an endowed scholarship in math, to which he recently added approximately $100,000. He is a member of the Arts and Sciences Board of Visitors, and the Order of the Golden Shillelagh.

The new University Center is critical for both student recruitment and retention and will help provide the kind of environment we need for our students and entire campus community. On behalf of the UMR campus, I would like to thank Sandra Ogrosky, Neil Smith, Wendell Ogrosky and John Park for their role in securing this gift for the campus.

Final approval and naming of the building will be considered at the March Board of Curator meeting.
Search Committees:

**Library Director Search:**

A committee has been formed to replace Jean Eisenman, who will retire as Director of Library & Learning Resources, in September. The committee is chaired by Larry Grayson. Other committee members are: Harvest Collier, who represents the Provost Cabinet, Tseggai Isaac, Randy Moss and Larry Grayson, representing the Academic Council Library Committee, Rebecca Merrill, representing the paraprofessionals, Ben Lea, representing the Librarians, Dayle Majors, representing the Graduate Student Council, and Matt Wilkerson, representing Student Council. I met with the committee this morning to present the charge to them.

**Dean of the College of Arts and Sciences Search:**

The Arts and Sciences Dean Search Committee is continuing to review applications for the position. At this stage of the search process, the committee is determining which of the applicants are qualified for the position. The committee meets again on Feb. 6.
Preventing Sexual Harassment Mastery Test

- Every academic and non-academic employee, as designated by the hiring unit must complete the sexual harassment interactive computer training as outlined in Policy Memorandum I-29a.

- Employees may electronically access the program at http://www.umr.edu/~pshumr/. After successfully completing the training (80% on the test), the employee must print the compliance certificate which must complete their printed name, department and signature to the Affirmative Action/Equal Opportunity Office within 48 hours of satisfactory completion.

- The compliance certification is good for a 3-year period.

- The Deans offices have been provided with a listing of those needing to complete the training. We have asked this be done by tomorrow.

- If you have questions, contact Larry George at 6314.
Preventing Sexual Harassment Certification Compliance Policy

It is the policy of the University of Missouri-Rolla that every academic and non-academic employee, as designated by their hiring unit, are required to complete successfully the preventing sexual harassment interactive computer training. In this regard, each division will inform all affected employees of the sexual harassment prevention certification compliance requirement within three (3) days of being identified as a designee. All affected employees may electronically access the preventing sexual harassment interactive computer program at http://www.umr.edu/~pshumr/ and review the following before taking the Preventing Sexual Harassment Mastery Test (Understanding the Law as It Pertains to Sexual Harassment):

- What is Sexual Harassment
- The Law
- UMR's Sexual Harassment Policy

Each designee must provide the Affirmative Action/Equal Employment Opportunity (AA/EEO) Office with a hard copy of the certificate of completion upon achieving a score of 80% or greater on the Preventing Sexual Harassment Mastery Test. The preventing sexual harassment compliance certificate must contain their printed name, department and signature and must be forwarded to the AA/EEO Office within 48 hours of satisfactory completion of the Mastery Test. The compliance certification is good for a 3-year period.

Each division must semi-annually provide the AA/EEO Office with an updated list of all employees who are required to comply with the preventing sexual harassment certification compliance expectation by October 1 and March 1. The AA/EEO Office must receive documentation of certification compliance for all affected employees within 30-days of the October and March dates, respectively. The AA/EEO Office will semi-annually provide each division with the list of designees who have satisfied the compliance requirement.

EFFECTIVE DATE: Immediately.

RESPONSIBILITY: Administrators, deans, directors, department chairs, and supervisors.

BASIS: University of Missouri Collected Rules and Regulations, Executive Order No. 20, 3-17-81 (Rev. 7-1-81 and 9-20-83), Section 330.060.

Gary Thomas
Chancellor
FOUR GOALS

• ENROLLMENT
• RETENTION
• RESEARCH
• DISTANCE EDUCATION
## ENROLLMENT - Fall Semester 2001

### On Campus:

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<th>FS 2000</th>
<th>FS 2001</th>
<th>Change</th>
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<td>4,256</td>
<td>4,414</td>
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<tr>
<td>End of First Week</td>
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### Engineering Education Center:

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<tr>
<td>Close of Registration</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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</tr>
<tr>
<td>End of First Week</td>
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<tr>
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<td>75</td>
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</tr>
<tr>
<td>End of Third Week</td>
<td>118</td>
<td>88</td>
<td>74</td>
<td>-14</td>
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<td>118</td>
<td>88</td>
<td>73</td>
<td>-15</td>
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### Distance Education:

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<thead>
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<th></th>
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<tbody>
<tr>
<td>Close of Registration</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>End of First Week</td>
<td>57</td>
<td>111</td>
<td>196</td>
<td>85</td>
</tr>
<tr>
<td>End of Second Week</td>
<td>77</td>
<td>131</td>
<td>222</td>
<td>91</td>
</tr>
<tr>
<td>End of Third Week</td>
<td>77</td>
<td>136</td>
<td>229</td>
<td>93</td>
</tr>
<tr>
<td>End of Fourth Week</td>
<td>80</td>
<td>145</td>
<td>235</td>
<td>90</td>
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### TOTAL:

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<th></th>
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<tbody>
<tr>
<td>Close of Registration</td>
<td>4,415</td>
<td>4,256</td>
<td>4,414</td>
<td>158</td>
</tr>
<tr>
<td>End of First Week</td>
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<td>4,715</td>
<td>4,626</td>
<td>4,883</td>
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</tbody>
</table>
Fall Semester Enrollment

Fall 2000
- Fall 2001
- Fall 2002

- Close of End of
  - End of First
    - End of Registration Week
  - Second Week
  - Third Week
  - Fourth Week

- 4,900
- 4,800
- 4,700
- 4,600
- 4,500
- 4,400
- 4,300
- 4,200
- 4,100
- 4,000
- 3,900
## ENROLLMENT - Winter Semester 2002

**January 24, 2002**

### On Campus:

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<td>3,925</td>
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<td>4,037</td>
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### Engineering Education Center:

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<td>As of 1/24/02</td>
<td></td>
<td></td>
<td>78</td>
<td></td>
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<tr>
<td>End of Second Week</td>
<td>107</td>
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<td></td>
<td></td>
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<td>End of Third Week</td>
<td>106</td>
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<td></td>
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<tr>
<td>End of Fourth Week</td>
<td>103</td>
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### Distance Education:

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<tr>
<th></th>
<th>123 (4th week)</th>
<th>213 (4th week)</th>
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<th>12.7%</th>
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<tbody>
<tr>
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<td>12.7%</td>
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<tr>
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<td>259</td>
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<td>264</td>
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<tr>
<td>End of Second Week</td>
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<td>End of Fourth Week</td>
<td>132</td>
<td>213</td>
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### TOTAL:

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<tr>
<th></th>
<th>4,058</th>
<th>4,206</th>
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<th>4.6%</th>
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<td>Close of Registration</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>End of First Week</td>
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<td>4,309</td>
<td>4,520</td>
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<td>4.6%</td>
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<td></td>
<td>4,541</td>
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<td>End of Third Week</td>
<td>4,316</td>
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<td>4,314</td>
<td>4,385</td>
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## Weekly Enrollment Report

### Freshmen

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<tr>
<th>Category</th>
<th>Fall 1998</th>
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<th>Fall 2001</th>
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<td>139181</td>
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<td>HS Jr. Prospects</td>
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<td>Inquiries</td>
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<td>18535</td>
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<td>16636</td>
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<tr>
<td>HS Jr. Inquiries</td>
<td>611</td>
<td>998</td>
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<tr>
<td>Applications</td>
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<td>1345</td>
<td>1474</td>
<td>1381</td>
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<tr>
<td>Pending</td>
<td>188</td>
<td>291</td>
<td>229</td>
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<td>1</td>
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<tr>
<td>Admitted</td>
<td>1349</td>
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<td>6</td>
<td>1</td>
<td>8</td>
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<tr>
<td>Denied</td>
<td>20</td>
<td>33</td>
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</table>

### Transfers

<table>
<thead>
<tr>
<th>Category</th>
<th>Fall 1998</th>
<th>Fall 1999</th>
<th>Fall 2000</th>
<th>Fall 2001</th>
<th>Fall 2002</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inquiries</td>
<td>719</td>
<td>692</td>
<td>582</td>
<td>351</td>
<td>419</td>
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<tr>
<td>Applications</td>
<td>191</td>
<td>154</td>
<td>154</td>
<td>104</td>
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<td>Pending</td>
<td>60</td>
<td>73</td>
<td>67</td>
<td>64</td>
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<tr>
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<td>0</td>
<td>8</td>
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<td>0</td>
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<tr>
<td>Admitted</td>
<td>129</td>
<td>79</td>
<td>74</td>
<td>39</td>
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<td>0</td>
<td>1</td>
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<td>0</td>
</tr>
<tr>
<td>Denied</td>
<td>1</td>
<td>2</td>
<td>5</td>
<td>1</td>
<td>2</td>
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<tr>
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### Graduates

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<tr>
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<th>Fall 1999</th>
<th>Fall 2000</th>
<th>Fall 2001</th>
<th>Fall 2002</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inquiries</td>
<td>3161</td>
<td>3312</td>
<td>5182</td>
<td>2448</td>
<td>2150</td>
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<tr>
<td>Applications</td>
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<td>1055</td>
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<tr>
<td>Pending</td>
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<td>719</td>
<td>910</td>
<td>598</td>
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<td>4</td>
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<tr>
<td>Admitted</td>
<td>81</td>
<td>73</td>
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<td>184</td>
<td>372</td>
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<tr>
<td>Cancelled Admits</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Denied</td>
<td>37</td>
<td>32</td>
<td>23</td>
<td>37</td>
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### Orientation

<table>
<thead>
<tr>
<th>Category</th>
<th>Fall 1998</th>
<th>Fall 1999</th>
<th>Fall 2000</th>
<th>Fall 2001</th>
<th>Fall 2002</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>151</td>
<td>105</td>
<td>67</td>
<td>94</td>
<td>97</td>
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<td>Transfer</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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### Housing Agreements

<table>
<thead>
<tr>
<th>Category</th>
<th>Fall 1998</th>
<th>Fall 1999</th>
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<th>Fall 2001</th>
<th>Fall 2002</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upperclassmen</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
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<td>Beginning Freshmen</td>
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<tr>
<td>New Transfers</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

### 4th Week Census

<table>
<thead>
<tr>
<th>Category</th>
<th>Fall 1998</th>
<th>Fall 1999</th>
<th>Fall 2000</th>
<th>Fall 2001</th>
<th>Fall 2002</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Freshmen</td>
<td>747</td>
<td>697</td>
<td>696</td>
<td>715</td>
<td>0</td>
</tr>
<tr>
<td>New Transfers</td>
<td>234</td>
<td>230</td>
<td>195</td>
<td>231</td>
<td>0</td>
</tr>
<tr>
<td>Graduates</td>
<td>256</td>
<td>265</td>
<td>348</td>
<td>395</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>1,237</td>
<td>1,192</td>
<td>1,239</td>
<td>1,341</td>
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</table>

Unofficial Internal Planning Data - not intended for public release.

ADM - data from ADMs system
PS Conv - PeopleSoft conversion data
PS - data from PeopleSoft system
RETENTION

1. The Division of Foundational Studies is actively seeking input from the campus on issues that expected to have a positive impact on student retention. These include the consideration of

a) Development of effective model classroom student-centered learning strategies that include a focus on 1st and 2nd year student learning barriers and high student learning expectations in critical freshman and sophomore courses.

b) Development of a First-Year Experience course that makes a very strong consideration of addressing in-class and out-of-class student issues that impact student retention.

c) Reduction in degree requirement hours (128 credit hours) for B.S./B.A. academic programs.

d) Implementation of a strategy that builds cultural diversity at UMR. e) Implementation of a beneficial UMR-K12 connection

f) Strive to meet challenging goal of 88-90% 1st to 2nd year retention rate by 2008

g) Strive to meet challenging goal of 65-68% graduation rate by 2008.
h) Committees and Task-force groups are presently being established to build consensus and implementation strategies to immediately bring the needed changes on the campus.

--
# FY01-02 Approved Federal Plus-up Requests

<table>
<thead>
<tr>
<th>Projects</th>
<th>Agency</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technological Development of Renewable Resources</td>
<td>AG</td>
<td>$294,000</td>
</tr>
<tr>
<td>Environmentally Sound Aircraft Coatings</td>
<td>DOD</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Center for Advanced Sensors &amp; Obscurants</td>
<td>DOD</td>
<td>$2,500,000</td>
</tr>
<tr>
<td>Advanced Virtual Environments</td>
<td>DOD</td>
<td>$1,400,000</td>
</tr>
<tr>
<td>Affordable Housing Composite Materials</td>
<td>VA/HUD</td>
<td>$500,000</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,694,000</strong></td>
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</table>
## FY02-03 Federal Plus-Up Proposals

<table>
<thead>
<tr>
<th>Title</th>
<th>$M Requested</th>
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<tbody>
<tr>
<td>Defense Center for Advanced Manufacturing, Modeling and Simulation</td>
<td>25</td>
</tr>
<tr>
<td>Wireless Surveillance of Hostile Threats</td>
<td>4.9</td>
</tr>
<tr>
<td>Built Infrastructure Strengthening and Hardening</td>
<td>5.0</td>
</tr>
<tr>
<td>Advanced Testing Equipment for Earthquake Hazard Evaluation and Mitigation</td>
<td>3.0</td>
</tr>
<tr>
<td>Hardening the Nation's Infrastructure Against Terrorist Attacks</td>
<td>5.0</td>
</tr>
<tr>
<td>Iron Phosphate Glasses for High Priority Radioactive Wastes</td>
<td>6.0</td>
</tr>
<tr>
<td>Intelligent Sensors, Decontamination Systems To Combat Chem-Bio Terrorism</td>
<td>1.0</td>
</tr>
<tr>
<td>Aerospace Propulsion Particulate Emissions Reduction Program</td>
<td>20.0</td>
</tr>
<tr>
<td>Center for Integrated Nanotechnologies</td>
<td>10.0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>79.9</strong></td>
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</table>
## Missouri Life Sciences Proposals

- $21.65 M to be awarded May 1st; proposals due February 1st
- 17 Letters of Intent were submitted on January 10th
- UMR is included on 7 of the 17 proposals:

<table>
<thead>
<tr>
<th>Title ($ for UMR)</th>
<th>Partners</th>
</tr>
</thead>
<tbody>
<tr>
<td>UMR is the Lead Institution</td>
<td></td>
</tr>
<tr>
<td>Environmental (3.0)</td>
<td>SEMO, SMS, SLU, UMC</td>
</tr>
<tr>
<td>Biomaterials (1.0)</td>
<td>UMC, UMKC, UMSL</td>
</tr>
<tr>
<td>UMR is a Partner Institution</td>
<td></td>
</tr>
<tr>
<td>Proteomics (0.5)</td>
<td>UMC</td>
</tr>
<tr>
<td>Healthy Aging (0.5)</td>
<td>KCOM</td>
</tr>
<tr>
<td>Bioinformatics (0.5)</td>
<td>UM</td>
</tr>
<tr>
<td>Infectious microorganisms (0.5)</td>
<td>UMSL</td>
</tr>
<tr>
<td>Ag &amp; Plant Science (0.5)</td>
<td>UMC</td>
</tr>
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</table>
As of November 01:

→ the recovery of indirect was at $2.6 M: up by $700K (33%); over FY 00-01

→ cost sharing was down 11%

→ projections for FY 01-02 are for a net recovery of $5.4 M; a $2.0M increase from FY01 to FY02

→ remember 25% of the net recovery goes back to faculty (10%), chairs (7.5%) and deans (7.5%)
UMR will be competing for an NSF EC this year; effort being lead by A. Nanni

In August UMR / FLW will host a DOD “Science and Technology Conference

- Senator Carnahan and Rep. Ike Skelton will be keynote speakers
- Missouri Universities, industry will give presentations on research, manufacturing, education strengths
- DOD/DARPA/Pentagon officials will give presentations on critical needs and technology forecasting

On July 1st monthly updates on indirect return $ to faculty, chairs, deans will be implemented

The new Office of Sponsored Programs will be open for business the second week of February - expect a “grand opening”
October 2001 UM Research Board allocation

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
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<tbody>
<tr>
<td>UMC</td>
<td>$448,350.56</td>
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<tr>
<td>UMKC</td>
<td>$20,914.27</td>
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<tr>
<td>UMR</td>
<td>$405,570.02</td>
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<tr>
<td>UMSL</td>
<td>$81,607.36</td>
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<tr>
<td>Total</td>
<td>$956,442.21</td>
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- UMR received 42.3% of the funds allocated
- Hit rate for UMR: 17/38 proposals (45%; top percentage)
- This is the best UMR has ever done! Congratulations go out to the new faculty - almost every one of them submitted a proposal
Distance Education:

Three degrees currently offered: Master's degrees in Engineering Management, Systems Engineering and Manufacturing Engineering.

One degree currently under active development in Mines and Metalurgy: Geological Engineering is developing a Master of Engineering in Geotechnics.

Enrollment statistics: (number of students enrolled in courses)

<table>
<thead>
<tr>
<th>Engineering Management</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Fall 1999 (program start)</td>
<td>14</td>
<td></td>
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<tr>
<td>Winter 2002</td>
<td>36</td>
<td></td>
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<tr>
<td>Systems Engineering</td>
<td></td>
<td></td>
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<tr>
<td>Winter 2000 (program start)</td>
<td>30</td>
<td>USC 150</td>
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<tr>
<td>Winter 2002</td>
<td>176</td>
<td>USC 180</td>
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<tr>
<td>Manufacturing Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Winter 2002</td>
<td>7</td>
<td></td>
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</table>

Degrees granted:

<table>
<thead>
<tr>
<th>Engineering Management</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Systems Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UMR</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>USC</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Approximately 40 courses offered per semester from ME, AE, CpE, EMgt, EE, CS, and Psychology (course jointly listed w/EMgt)
Four certificate programs have been developed. Names are in letter sent to UM system.

Chancellor Thomas has approved the following graduate certificate programs. He has requested confirmation of this approval from Vice President Steve Lehmkuhle. These programs are aimed primarily at distance education students. Other programs are being developed by various departments.

Military Construction Management requested jointly by the Departments of Civil Engineering and Engineering Management

Systems Engineering requested by the interdisciplinary graduate program in Systems Engineering

CAD/CAM & rapid Product Realization requested by the interdisciplinary graduate program in Manufacturing Engineering

Engineering Mechanics requested by the Department of Mechanical, Aerospace and Engineering Mechanics
Income allows UMR to fund over 20 graduate assistants per year.

Additional video production facilities have been funded and grown from 1 in the Library to 4 with the added ones now located in Engineering Management, Electrical and Computer Engineering (under construction) and Civil Engineering.

FLW program now graduates 80 to 100 students per year with Masters degrees from EMgt, CE and Environmental, and Geology and Geophysics.
January 14, 2002

POLICY MEMORANDUM
DRAFT
Distribution of Distance Education Funds

The following policy is to be used to guide the distribution of funds collected from students enrolled in distance education credit courses taught by degree granting units at UMR.

1. Fees for the programs/courses will be established using the existing policies set forth by the UMR System Board of Curators.
2. All costs for the programs will be documented and will include an appropriate amount for faculty time allocated to the development and instruction required by the program/course as well as expenses incurred in areas such as office support and marketing.
3. The total of these costs in No. 2 above will be referred to as direct costs and will be calculated at the close of each semester.
4. Direct costs will be burdened by the currently accepted full overhead rate used for external grants and contracts. This rate is currently 48%.
5. Distribution of the overhead monies collected will be as follows:
   a. 60% will be returned to the general campus budget pool.
   b. 15% will be returned to the Vice Provost for Distance and Continuing Education office.
   c. 10% will be returned to the Dean's office with jurisdiction over the program/course.
   d. 15% will be returned to the department providing faculty teaching in the program/course.
6. The monies in Item b. above and all faculty release time generated by the allocation of faculty cost to the program will be placed in an account under the jurisdiction of the Provost's office and reserved for use in supporting the distance education effort at UMR. Such support could include such items as course development costs and facilities improvement related to distance education.
7. Exceptions to the policy must be approved by the Provost's Office.

EFFECTIVE DATE: Immediately

RESPONSIBILITY: Provost

[Signature]
Chancellor

Gary Thomas
Chancellor

Approved by the Provost Cabinet on January 23, 2002, - referred to Chancellor Thomas for action.
GM Technical Education Program
Request for Proposal

The GM Technical Education Program (TEP) provides technical seminars, university courses, and degree programs to the technical communities of General Motors. Currently, the TEP has approximately 5,500 enrollments annually. Areas of interest listed below are not all-inclusive:

Graduate Courses - Degree Programs
The TEP currently serves its technical community with the following graduate degree programs:

- **Master of Science in Engineering** from Purdue University with job-related plans of study in:
  - Continuous Improvement
  - Design Engineering
  - Globally Integrated Manufacturing and Vehicle Engineering to include Vehicle Systems Engineering and Vehicle Integration Engineering
  - Noise, Vibration, and Harshness Control
  - Powertrain Modeling and Control
  - Quality
  - Reliability
  - Ride and Handling
  - Vehicle Systems to include Structures and Closures, Interior, Exterior, Chassis, Powertrain, HVAC, Vehicle and Occupant, Electrical and Electronic
  - Wireless Communication

- **Master of Science in Finance** from Indiana University

- **Master of Science in Quality** from Purdue University:
  There is flexibility to integrate up to twelve semester credit hours of non-Purdue graduate coursework to each plan of study.

- **Master of Science in Engineering Science** from Rensselaer Polytechnic Institute with a Management of Technology (MOT) curriculum.
  There is flexibility to integrate up to nine semester credit hours of non-RPI graduate coursework to each plan of study.

- **Master of Engineering in Manufacturing** from The University of Michigan-Ann Arbor with job-related specialties in:
  - Integrated Manufacturing
  - Manufacturing Materials
  - Manufacturing Systems
  - Product Realization
  - Production Systems Design
  - Quality
There is flexibility to integrate up to nine semester credit hours of non-University of Michigan graduate coursework.

- **Master of Science in Manufacturing Operations** from Kettering University: here is flexibility to integrate up to sixteen quarter credit hours of non-Kettering University graduate coursework.

- **Master of Science in Information Technology-Information Systems Management** from Carnegie Mellon University: There is flexibility to integrate up to eight semester credit hours of non-Carnegie Mellon graduate coursework.

- **Master of Science in Information Technology-Software Engineering** from Carnegie Mellon University: We welcome proposals for graduate-level courses in related Software Engineering disciplines. There is flexibility to integrate up to ten semester credit hours of non-Carnegie Mellon graduate coursework to each plan of study.

**Technical Seminars**

We are especially interested in those topics that encompass international considerations, cultural diversity, and comparative analyses. You are encouraged to submit proposals for leading edge topics of interest to GM employees, in areas such as the following:

- Vehicle Structural Design and Systems Integration
- Vehicle Integration Engineering
- Alternative Sources of Vehicle Fuel
- International Competitive Marketing
- Building Customer Enthusiasm in Design
- Vehicle Safety
- Creativity and Innovation
January 10, 2002

Personnel Committee Report on Evaluation of Administrators

The Personnel committee endorses the 360-degree evaluation concept as presented in the final report by the Committee to Evaluate Administrative Review Process, dated May 23, 1996.

We recommend that:

1. An ad hoc evaluation committee consisting of representatives of the Academic Council, Staff Council, Graduate Student Council and Undergraduate Student Council, be created to formulate the specifics of the evaluations.
2. This new committee study the existing evaluation procedures and formulate specific suggestions regarding uniformity, frequency, who should be evaluated and by whom, the make up of the evaluations regarding length and nature of questions, and other related matters.
3. The committee develop protocols and procedures for sustaining the review process.
4. The evaluation committee develop specific guidelines regarding how the evaluations are to be used and by whom, and the nature of their dissemination, if any.
5. The committee pay special attention to the scope of the evaluations so that, employees are not overwhelmed by the length, frequency and number of evaluations.
6. The committee identify the resources, both monetary and personnel, necessary to implement the evaluations that they recommend.
7. The committee work closely with the administration regarding the availability of the resources, and recommend procedures that are realistic in terms of resources. We expect this committee to interact with the administration to reach an agreement to make the resources available.
ACADEMIC COUNCIL

TO: U.M.R. Faculty

Academic Council Meeting
Thursday, January 24, 2002
204 McNutt; 1:30 P.M.

I. Approval of minutes of the November 15, 2001 meeting

II. Reports and Responses

A. President’s Report  Ralph Wilkerson (5 minutes)
   1. Results of General Faculty Ballot

B. Chancellor’s Report  Gary Thomas (10 minutes)
   1. Budget Cuts
   2. Questions and Answers (10 minutes)

C. Provost’s Report  Y.T. Shah (5 minutes)
   1. Questions and Answers (5 minutes)

III. Reports of Standing and Special Committees

A. Personnel  K.M. Isaac (5 minutes)
B. Budgetary Affairs  Greg Gelles (5 minutes)
C. Public Occasions  Kelvin Erickson (5 minutes)
   1. * Public Occasions Dates for 2002-03
D. Division of Foundational Studies  Bruce McMillin (5 minutes)
E. Curricula  Thomas Schuman (5 minutes)
   1. * Report Number 5
   2. * Report Number 6
F. Rules Procedure & Agenda  Don Myers (5 minutes)

IV. Old Business

A. Action Items
   1. Resolution of Video Distance Learning

V. New Business and Announcements

A. Staff Council  Barbara Robertson
B. Student Council  Ryan Wilson
C. Graduate Students Council  Prem Lobo
D. Referrals

* Information distributed with agenda.
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Career Fair</td>
<td>Thursday, September 26, 2002</td>
</tr>
<tr>
<td>Fall Open House I</td>
<td>Saturday, September 28, 2002</td>
</tr>
<tr>
<td>Rolla Night at the Engineer’s Club of St. Louis</td>
<td>Thursday, October 3, 2002</td>
</tr>
<tr>
<td>Student Council Free Day</td>
<td>Friday, October 4, 2002</td>
</tr>
<tr>
<td>Homecoming</td>
<td>Friday &amp; Saturday, October 11, 12, 2002</td>
</tr>
<tr>
<td>Family Day</td>
<td>Saturday, October 19, 2002</td>
</tr>
<tr>
<td>Fall Open House II</td>
<td>Saturday, November 9, 2002</td>
</tr>
<tr>
<td>Commencement*</td>
<td>Saturday, December 21, 2002</td>
</tr>
<tr>
<td>Spring Career Fair</td>
<td>Wednesday, February 12, 2003</td>
</tr>
<tr>
<td>Spring Open House I (President’s Day)</td>
<td>Monday, February 17, 2003</td>
</tr>
<tr>
<td>Science and Engineering Fair</td>
<td>Wednesday, March 26, 2003</td>
</tr>
<tr>
<td>Spring Open House II</td>
<td>Saturday, April 5, 2003</td>
</tr>
<tr>
<td>Commencement*</td>
<td>Saturday, May 17, 2003</td>
</tr>
</tbody>
</table>

*Previously established as part of 2002-03 calendar
The UMR Campus Curricula Committee recommends to the Academic Council that the curricula changes on the following CC1s be approved.

CC1 5139, Geophysics 483, Advanced Electrical and Electromagnetic Methods in Geophysical Exploration, approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisites: math 325 and Geop 285 or Geop 382. Description: Theory of the electrical geophysical methods as applied to subsurface investigations addressing geologic, engineering, groundwater and contaminant transport problems. Course content includes both passive and active methods and recent advances in the application of these methods. Course will include a field component illustrating application of techniques to local problems.

CC1 5140, Psychology, proposed new optional emphasis area for BA and BS degrees in Psychology, approved changes for FS2002. Adding five new optional emphasis areas to Psychology B.A. and BS. Degrees.

CC1 5142, Electrical Engineering, curriculum change approved for FS2001. Change in footnote #16. One controls course should be used for EI Eng seniors electives.

CC1 5143, Electrical Engineering 335, Advanced PLC, approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisite: EI Eng 235. Description: Advanced programmable logic controller (PLC) programming: function block, structured text, function chart, sequencer. Factory communications, system simulation, human-machine interface (HMI) programming. Advanced PID control. Network security and reliability. Class-wide project.

CC1 5144, Chemistry, curriculum change for BS degree, approved for WS2002. Addition of biochemistry course to meet the new biochemistry requirement for all ACS-approved programs. Require Chem 51 and 51 instead of 151 to adjust for certification requirements.

CC1 5145, Chemistry, curriculum change for Polymer & Coatings Science Emphasis Area, approved for WS2002. Addition of biochemistry course to meet the new biochemistry requirement for all ACS-approved programs. Require Chem 51 and 51 instead of 151 to adjust for certification requirements.

CC1 5147, Chemistry, curriculum change for Pre-medicine Emphasis Area, approved for WS2002. Require Chem 51 and 52 instead of Chem 151 to adjust for certification requirements.

CC1 5148, Chemistry, curriculum change for non-ACS certified BS degree, approved for WS2002. Making changes to reflect new requirement of Chem 51 and 52 instead of Chem 151, and to reflect realistic physical chemistry choices.

CC1 5149, Chemistry, curriculum change for BA degree, approved for FS2002. Making changes to reflect new requirement of Chem 51 and 52 instead of Chem 151, and to reflect realistic physical chemistry choices.

CC1 5150, Nuclear Engineering 313, Radiological Principles & Practices, denied as a CC1 but, approved for WS2002 as an experimental course Nu Eng 301. This course must be offered twice as an EC1 before being approved as a CC1.

CC1 5151, Computer Science 412, Web Data Management and XML, approved for new course FS2002. 3 hours lecture. Prerequisites: Cmp Sc 304. Description: Web data is a semi-structured data that does not have any pre-defined schema. XML, as document markup language and data modeling language, is emerging as a standard format for web data representation and exchange. This course deals with the management of semi-structured data, query languages to manipulate web data, web views on XML and maintaining and securing data represented in XML. Course involves discussion on systems such as LORE, Web SQL, Web OQL, XML-QL, ARANEOS, WHOWEDA, Xschema, XQL, RDF, etc.

For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will offered in the near future.

EC1s:
EC1 1271, Psychology 301, Web Design and Development, approved for FS2002. Co-listed with Basic Eng 301. 1.5 hour lecture and 1.5 hour lab. No prerequisites.

EC1 1272, Geophysics 401, Potential Field Methods, approved for WS2002. 3 hours lecture. Prerequisites: Geop 382, Geol 220, Math 22.

EC1 1273; Petroleum Engineering 301, Introduction to Nanoscience and Engineering, approved for FS2002. Co-listed with Bio Sc 301, Chem 301, Ch Eng 301, El Eng 301, Mc Eng 301, and Mt Eng 301. 3 hours lecture. Prerequisites: Senior or graduate standing.

EC1 1274, Metallurgical Engineering 301, Introduction to Nanoscience and Engineering, approved for FS2002. Co-listed with Bio Sc 301, Chem 301, Ch Eng 301, El Eng 301, Mc Eng 301, and Pe Eng 301. 3 hours lecture. Prerequisites: Senior or graduate standing.
EC1 1275, Engineering Management 301, Electronic Commerce, approved for
WS2002. 3 hours lecture. Prerequisites: Senior standing.

EC1 1276, Metallurgical Engineering 401, Advanced Materials by Microstructural
Design, approved for FS2002. 1 hour lecture. Prerequisites: graduate standing.

EC1 1277, Biological Sciences 301, Introduction to Nanoscience and Engineering,
approved for FS2002. Co-listed with Chem 301, Ch Eng 301, El Eng 301, Mc Eng 301
Mt Eng 301 and Pe Eng 301. 3 hours lecture. Prerequisites: senior or graduate
standing.

EC1 1278, Education 301, Balanced Literacy for the Secondary Classroom, approved
for WS2002. 1 hour lecture. Prerequisites: Graduate standing or instructor approval.

EC1 1279, Education 301, Advanced Reading in the Content Field, approved for
WS2002 with a vote of 2 to 1. 1 hour lecture. Prerequisites: Graduate standing.

EC1 1280, Mathematics 101, A Survey of Calculus with Applications, approved for
FS2002. 3 hours lecture. Prerequisites: Math 4 or by placement examination.

EC1 1281, Education 301, Professional Development, approved for WS2002. 1 hour
lecture. Prerequisite: Senior standing.

EC1 1282, Education 301, Balanced Literacy for the Primary Classroom, approved for
WS2002. 1 hour lecture. Prerequisites: Graduate standing or instructor approval.

EC1 1283, Chemistry 301, Introduction to Nanoscience and Engineering, approved
for FS2002. Co-listed with Bio Sc 301, Ch Eng 301, El Eng 301, Mc Eng 301, Mt Eng
301 and Pe Eng 301. 3 hours lecture. Prerequisites: Senior or graduate standing.

EC1 1291, Nuclear Engineering 301, Radiological Principles & Practices, approved for
WS2002. 1 credit hour. Prerequisite: Physics 021.

J. Keith Nisbett, Chair
Memo To: Academic Council
From: UMR Campus Curricula Committee
RE: January 7, 2002, Meeting

The UMR Campus Curricula Committee recommends to the Academic Council that the curricula changes on the following CC1s be approved.

Approved CC1s:

CC1 5160, Basic Engineering, curriculum change. Approved for FS2002. A majority of engineering programs have decided they need less chemistry. The approved proposed change to the common freshman year implements this.

Present footnote 1. Chem 1, 2 and 3 or Chem 5, depending on placement; and Chem 4 or an equivalent training program approved by UMR.

Proposed footnote 1. Chem 1 and 2; Chem 4 or an equivalent training program approved by UMR. Students planning to major in ceramic engineering, chemical engineering, geological engineering, metallurgical engineering, and petroleum engineering will require additional chemistry and should either plan to also take chemistry 3 during their freshman year or to take Chemistry 5 in lieu of Chemistry 1, 2 and 3 if they are qualified to do so.


CC1 5158, Ceramic Engineering 450, Advanced Topics on the Vitreous State. Approved new course for FS2002. 3 hours credit. Prerequisite: Graduate standing. Description: Modern aspects of the structure and dynamics of inorganic vitreous materials will be reviewed and applied towards understanding the macroscopic properties of glasses.

CC1 5159, Biological Sciences 315, Embryonic Development. Approved for FS2002. Change in course title "TO" Develop Biology. Change in credit hours from 3 hrs. lecture and 1 hr. lab "TO" 3 hrs. lecture. Prerequisites change from Bio Sc 115 "TO" Bio Sc 115 and Bio Sc 211.

CC1 5161, Engineering Management, curriculum change. Approved for FS2002. The School of Engineering has removed the requirement for Chem 003 and has allowed Department's to make the decision whether or not to require the course in their
curriculum. Our Department has chosen to remove the Chem 003 requirement and will reintroduce Eng Mg 265, a one credit hour course, in order to meet the 132 hours SOE minimum requirement. A CC1 for Eng Mg 265 will be processed concurrently in order to specify the course as Required For Majors.

CC1 5162, Engineering Management 265, Management Practices. Approved for FS2002. Change in course title "TO" Engineering Management Practices. Changed to be a required course. Description changed to: This course will specifically address issues that are relevant to successful engineering management education and engineering management practice. Topics will include but are not limited to fundamentals of project management, fundamentals of teamwork, working in groups, and basic communication methods. Additional content will address ethics, global and societal issues, and life long learning.

CC1 5163, Civil Engineering, curriculum change. Approved for FS2002. Justification reads: To provide needed flexibility regarding student choice of technical depth area. Students will have the ability to choose which four depth areas to study and are provided guidance regarding appropriate courses for each area that is chosen. This change reflects the desires of the civil engineering community and follows changes in UMR benchmark programs.

CC1 5164, Civil Engineering, curriculum change approved for FS2002. Justification: The emphasis area names are outdated and are to be changed to more accurately reflect the teaching interests and activities of the faculty as well as the content of the new BSCE degree curriculum.

CC1 5165, Civil Engineering 234, Water Resources Engineering. Approved new course for FS2002. 3 hours lecture and 1 hour lab. Prerequisites: Cv Eng 230 and Stat 213 with grades of "C" or better. Description: An introduction to the engineering of water resources; flow in closed conduits, pumps, flow in open channels, surface water hydrology, rainfall analysis, hydrograph analysis, flow routing; and groundwater hydrology.

CC1 5166, Civil Engineering 003, Engineering Communications. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisite: Sophomore standing. Description: Introduction to programming concepts, software tools (computer aided design drafting, computer mathematics, word processing, spreadsheets, presentation software and geographic information systems), presentation techniques for technical data, and creation and reading of engineering drawings with application to professional civil and architectural engineering practice. Co-listed with ArchE 003.

CC1 5167, Architectural Engineering, 003, Engineering Communications. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisites: Sophomore standing. Description: Introduction to programming concepts, software tools (computer aided design drafting, computer mathematics, word processing, spreadsheets, presentation software and geographic information systems), presentation techniques for technical data, and creation and reading of engineering drawings with application to professional civil and architectural engineering practice. Co-listed with Cv Eng 003.
CC1 5168, Theatre, 043, Stage Productions, Technicians. Approved for FS2002. Change in prerequisites from Participants selected by interview “TO” No Prerequisites.

C1 5169, Psychology, curriculum change. Approved for FS2002. Change in description in the catalog. (The portion in bold was added). "A total of 33 hours in biological, physical (chemistry, geology and geophysics, and physics), and mathematical (math/stat and cmp sc or Information Science & Technology) sciences, to include Stat 115, Cmp Sc 53 or 73 or IST 51 and at least .....etc."

CC1 5170, Psychology 211, Introduction to Human-Computer Interaction. Approved for FS2002. Change in course title “TO” Human-Computer Interaction. Change in course number from 211 “TO” 314.

CC1 5171, Physics, curriculum change approved for FS2002. Chem 008 was deleted as a required course for a B.S. in Physics and replaced by 2 hours of elective credit.

CC1 5189, Mining Engineering 215, Materials Handling in Mines. Approved new course for FS2002. 2 hours lecture and 1 hour lab. Prerequisite: Mi Eng 003. Description: Mining applications of material transport and handling. Truck haulage and haulroads. Conveyors: belt, armored, and others; feeders; bins and bunkers; material stockpiling and homogenization; rail transport; water transport; slurry transport; mine hoists and hoisting.

CC1 5190, Mining Engineering 318, Mine Atmospheric Control II. Approved for FS2002. Change in course “TO” 418. Change in prerequisites from Mi Eng 218 “TO” Mi Eng 318.

For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will offered in the near future.

Approved EC1s:
EC1 1284, Education 301, Reading Academy II. Approved for SS2002. 2 hours credit. Prerequisites: Graduate Standing.

EC1 1285, English 301, James Joyce before Ulysses. Approved for FS2002. 3 hours credit. Prerequisites: English 20 and a semester of college literature.

EC1 1286, Basic Engineering 301, Web Design and Development. Approved for FS2002. 1.5 hours lecture and 1.5 hours lab. No prerequisites. (Co-listed with Psych 301 and IST 301.)

EC1 1287, Chemical Engineering 301, Introduction to Nanoscience and Engineering. Approved for FS2002. 3 hours credit. Prerequisite: Senior or graduate standing.

EC1 1288, Biological Sciences 101, General Biology. Approved for FS2002. 3 hours credit. No prerequisite.

EC1 1290, Biological Sciences 401, Introduction to Biomaterials. Approved for FS2002. 3 hours credit. No prerequisites.
EC1 1292, Economics 101, Business and Economic Statistics I. Approved for
credit. Prerequisites: Math 002 or Math 004.

Co-listed with IST 301. 3 hours credit. Prerequisites: any intro level (below 100)
philosophy course.

EC1 1313, Information Science & Technology, 301, Law and Ethics in E-Commerce.
Approved for FS2002. Co-listed with Phil 301. 3 hours credit. Prerequisites: any
intro level (below 100) philosophy course.

J. Keith Nisbett, Chair
UMR Campus Curricula Committee
THE MEETING WAS CALLED TO ORDER AT 1:30 P.M. BY PRESIDENT RALPH WILKERSON. ROLL CALL WAS TAKEN, AND ABSENTEES NOTED WERE: PATRICK GUINTA, V.A. SAMARANAYAKE, JAMES STONE, MARK MULLIN, KEVIN ERIKSON, S.N. BALAKRISHNAN, AND H.L. TSAI.

THERE WAS A MOTION AND SECOND TO APPROVE THE MINUTES OF THE OCTOBER 18, 2001 MEETING. THE MOTION CARRIED.

1. REPORTS AND RESPONSES

A. PRESIDENT’S REPORT

1. Academic Council President Ralph Wilkerson reviewed topics discussed at the October 19 IFC meeting.
   a. The IFC discussed the Copyright Policy stating that UMR retains ownership when the majority of work uses university resources. The policy will go to the Board of Curators for approval at the January 2002 meeting.
   b. The IFC discussed a 12-week parental leave policy. At this time, there is no UM System policy. Possible solutions include a campus pool or a system based generic solution.
   c. The Governor’s January budget will affect the UM Budget. The state plans for two years of economic shortfall. A proposed 8-10% tuition increase and a 1% fee increase would affect enrollment but provide a 4% salary increase.

2. UM Benefits Committee reviewed the “Rule of 80/85” Retirement Plan concluding that, at this time, the budget will now allow for a “Rule of 80/85”. The subject is tabled until University and State finances improve.

B. CHANCELLOR’S REPORT

   a. Chancellor Thomas explained that Public Higher Education budgets are considered to be discretionary. 57% of Governor Holden’s budget adjustments for FY02 come from Public Higher Education.
   b. UMR has a structural deficit between faculty/staff and students. As enrollment increases, this will balance.
   c. Formation of Missouri House of Representatives Subcommittee on Funding Equity in Higher Education will study the funding levels of various higher education institutions.

2. Chancellor Thomas reported conversations with the Missouri Department of Transportation (MODOT) about highway entrances to Rolla. With the renewal of a transportation bill, Rolla and UMR will have an opportunity to beautify entrances.
3. Chancellor Thomas reported that the UM Board of Curators will visit the UMR campus on November 29 and 30.

4. Chancellor Thomas commented on “Sandia Day.” Representatives from Sandia National Laboratories visited UMR. Sandia employs a large number of people with advanced degrees in science and technology and is a large potential source of employment and research funding.

C. PROVOST'S REPORT

1. Provost Shah feels that UMR must focus on Recruitment, Distance Education, Research, and Retention for continued growth.

2. Provost Y.T. Shah spoke about the Division of Foundational Studies (DFS) and how it will address the problem of retention.
   a. DFS will focus on the retention of freshman and sophomore students. Provost Shah and Harvest Collier will help build the DFS program with input from the Academic Council Ad Hoc Committee, chaired by Bruce McMillin.
   b. DFS will improve retention by focusing on the happiness of the students and their academic success.

2 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. CURRICULA - This report was presented by Thomas Schuman.
   1. There was a motion to approve course changes, a second, and motion carried.

B. STUDENT AFFAIRS - This report was presented by Mark Potratka.
   1. There was a motion to allow the Concrete Canoe Team to be a stand-alone organization (to garner extra income and establish leadership skills), a second, and motion carried.

C. PUBLIC OCCASIONS – This report was presented by Lenn Koederitz.
   1. There was a motion to accept the proposed 2002-2003 calendar, a second, and motion carried.

D. BUDGETARY AFFAIRS – This report was presented by Greg Gelles.
   1. The Budgetary Affairs Committee met to elect a chair and restructure the committee. The committee will meet once each month and report to the Academic Council. Chancellor Thomas has agreed to serve on the committee.

3 OLD BUSINESS

A. An Ad Hoc Committee on DFS was formed. Bruce McMillan will chair with Robert Roe, Douglas Mattox, Carol Ann Smith, Christopher Ramsay Neil Book, and Ralph Flori as members. Any specific questions you have can be directed to this committee.

B. College of Arts and Sciences had a meeting where Harvest Collier fielded questions about DFS.
NEW BUSINESS

A. STAFF COUNCIL – Staff Council will survey the staff with a questionnaire and publish the results.

B. STUDENT COUNCIL – No report

C. GRADUATE STUDENT’S COUNCIL – New officers were elected. Prem Lobo is the President.

D. REFERRALS – No referrals

There was a motion to adjourn, with a second, motion carried at 2:30 P.M.

Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official notification and documentation of actions approved.*
ACADEMIC COUNCIL

TO: UMR FACULTY
Academic Council Meeting
Thursday, November 15, 2001
1:30 PM; 204 McNutt

I. Approval of minutes of the October 18, 2001 meeting

II. Reports and Responses
   A. President’s Report Ralph Wilkerson (10 minutes)
      1. IFC Report
      2. Letter about UM Retirement Committee Findings
   B. Chancellor’s Report Gary Thomas (10 minutes)
      (Questions and Answers--10 minutes)
   C. Provost’s Report Y.T. Shah (10 minutes)
      1. Division of Foundational Studies
      (Questions and Answers 10 minutes)

III. Reports of Standing and Special Committees
   A. Curricula * Thomas Schuman (5 minutes)
   B. Student Affairs * Mark Potrafka (5 minutes)
   C. Public Occasions * Leonard Koederitz (5 minutes)
      1. 2003-2004 Calendar

IV. Old Business
   A. Formation of Division of Foundational Studies Committee
   B. Action Items
      1. Copyright Policy
      2. Video Distance Learning

V. New Business and Announcements
   A. Staff Council Barbara Robertson
   B. Student Council Ryan Wilson
   C. Graduate Students Council Carmen Doudna
   D. Referrals

*Information distributed with agenda
Team Constitution

Mission
The mission of the Concrete Canoe Team at the University of Missouri - Rolla is to help advance the knowledge of students in any engineering field with project skills and concrete related sciences, which is above and beyond the instruction taught in the classroom. Through the spirit of intercollegiate competition, this project hopes to foster leadership, teamwork, and project management skills.

Article I: Name
The name of this organization shall be "Concrete Canoe Team at the University of Missouri-Rolla" which hereafter shall be referred to as the "Team."

Article II: Purpose
The purpose of this organization shall be to:

1. promote technological advancement
2. expand Team member's knowledge of classroom concepts
3. encourage support of the Team by the University of Missouri - Rolla
4. familiarize members with product development, marketing, and business insight
5. provide skill that will prepare members for leadership roles in industry
6. provide interdisciplinary cooperation in advancing quality design

Article III: Duties and Responsibilities of Team
It shall be the duty of the Team to ensure the following:

1. participation in the annual intercollegiate concrete canoe competition
2. promotion of the University externally
3. design and manufacture the concrete canoe
4. vote on subjects reflecting on the Team as a whole

Article IV: Membership
The membership shall consist of undergraduate and graduate students who are currently enrolled at UMR and meet all University requirements for student organizations. Membership requirements shall be posted on the University of Missouri-Rolla Concrete Canoe web page.

Section A. Active Member Status
Active Member status shall consist of the member having paid dues and current status as a full or part-time student. Active members have the right to vote, hold office, and bring motions before the Team. An active member cannot miss more than 3 general Team meetings per semester with no greater than 2 of those being consecutive, or otherwise the members shall be moved to the status of non-active. A member must be of active status at the time of competition in order to participate in the competition.

Section B. Non-Active Member Status
Non-active member status shall consist of the member having paid dues and current status as a full or part-time student. Non-active members do not have the right to vote, hold office, bring motions before the Team, participate in or attend the competition.

Section C. Reinstatement Policy
Non-active members may petition the officer core to regain active member status with or without stipulation at anytime during the current academic semester. A simple majority vote of the officers at an officer meeting shall be required for Team member reinstatement. Petitions may be submitted personally or electronically preceding the next available officer meeting.
FALL SEMESTER 2003

International Student Orientation
Fall Semester opens 7:30 a.m.
Freshman Orientation Begins
Transfer Student Orientation
Student Registration 8:30 a.m. – 3:00 p.m.
Classwork begins 7:30 a.m.
Labor Day Holiday
Mid-Semester
Thanksgiving vacation begins 7:30 a.m.
Thanksgiving vacation ends 7:30 a.m.
Last Class Day
Reading Day
Final Examinations begin 8:00 a.m.
Final Examinations end 6:00 p.m.
Fall Semester closes 6:00 p.m.
December Commencement

SPRING SEMESTER 2004

International Student Orientation
Spring Semester opens 7:30 a.m.
Student Registration 8:30 a.m. – 3:00 p.m.
Classwork begins 7:30 a.m.
Martin Luther King, Jr. Recognition Holiday
Mid-Semester
Spring Recess begins 7:30 a.m.
Spring Recess ends 7:30 a.m.
Spring Break begins 7:30 a.m.
Spring Break ends 7:30 a.m.
Last Class Day
Reading Day
Final Examinations begin 8:00 a.m.
Final Examinations end 6:00 p.m.
Spring Semester closes 6:00 p.m.
May Commencement

*SUMMER SESSION 2004

Summer Session opens 7:30 a.m.
Student Registration 8:30 a.m. – 3:00 p.m.
Classwork begins 7:30 a.m.
Independence Day Holiday (observed)
Final Examinations begin 8:00 a.m.
Final Examinations end 12:30 p.m.
Summer Sessions closes 12:30 p.m.

*Schedule shows the regular eight-week Summer Session. Other special course sessions may be scheduled.

CLASS SESSIONS (EXCLUDING FINAL EXAMINATIONS)

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The faculty is reminded of the religious and other holidays that a substantial number of students may wish to observe.
The UMR Campus Curricula Committee recommends to the Academic Council that the curricula changes on the following CC1s be approved.

**Approved CC1s:**

CC1 5104, Mining Engineering 000, curriculum change. Approved for FS2002.

CC1 5105, Mining Engineering 110, Surveying for Mineral Engineers. Approved for WS2002. Change in credit hours from 2 hours lecture and 1 hour lab "TO" 2 hours lab.


CC1 5107, Mining Engineering 218, Mine Atmosphere Control. Approved for WS2002. Change in course number from 218 "TO" 318. Change in prerequisites from Cv Eng 230, El Eng 282, and as prereq/coreq Mc Eng 227.

CC1 5108, Mining Engineering 221, Mining Exploration. Approved for WS2002. Change in prerequisites from Geo 220, Mi Eng 110 and as prereq/coreq Geo 113 "TO" Geop 125, Geo 220 and Mi Eng 110.

CC1 5109, Mining Engineering 224, Underground Mining of Metallic and Industrial Minerals. Approved for WS2002. Change in course number from 224 "TO" 324. Change in course title "TO" Underground Mining Methods and Equipment. Change in prerequisites from Mi Eng 221, Mi Eng 270 "TO" Mi Eng 003, corequisite Mi Eng 221 and Mi Eng 231. Change in description to: Principles of planning, constructing, and operating economically viable underground mines. Cost effective mining methods: room-and-pillar, stopping, caving. Selection of equipment for underground mining operations.
CC1 5110, Mining Engineering 226, Surface Mining of Metallic and Industrial Minerals. Approved for WS2002. Change in course number from 226 "TO" 326. Change in course title "TO" Surface Mining Methods and Equipment. Change in prerequisites from Mi Eng 221, Mi Eng 270 "TO" Mi Eng 003, Mi Eng 221; corequisite Mi Eng 231. Change in description to: Principles of planning, constructing, and operating economically viable surface mines. Cost effective mining methods: placer mining, stripping, open pit mining, quarrying. Selection of equipment for surface mining operations. Optimization of mine performance.

CC1 5112, Mining Engineering 270, Mining Industry Economics. Approved for WS2002. Change in prerequisite from Econ 121 or 122, accompanied or preceded by Mi Eng 221 "TO" accompanied or preceded by Mi Eng 221.

CC1 5113, Mining Engineering 343, Coal Mine Development and Production. Approved for WS2002. A curriculum change was made for this course by changing it from "required" to "elective" course.

CC1 5114, Mining Engineering 376, Mined-Land Reclamation. Approved for WS2002. Change in course title "TO" Environmental Aspects of Mining. Change in prerequisites from Ge Eng 50 and prereq/coreq. One of Ge Eng 246, Cv Eng 215 or Mi Eng 226.

CC1 5123, Geological Engineering 477, Discontinuous Rock. Approved new course for WS2002. 3 hours credit. Prerequisites: Mi Eng 231 or Ge Eng 371. Description: Nature and properties of discontinuous rock masses, genesis and properties of joints, role of joints in rock shear strength, slope of stability of jointed rock, fracture flow hydrogeology. Modeling of the mechanical behavior of fractured rock. (The words, "Web-based course" were removed from the catalog course description as an editorial change.)

CC1 5124, Mining Engineering 231, Rock Mechanics I. Approved for WS2002. Change in prerequisites from Bas Eng 110; Bas Eng 120; and either Mi Eng 221 or Cv Eng 215 or Geo 130 and Geo 220 "TO" Bas Eng 110 and Bas Eng 120; or Bas Eng 140; and Cv Eng 215 or Geo 125, Geo 220.

CC1 5125, Mining Engineering 232, Statics and Mechanics of Rock Materials. Approved new course for WS2002. 2 hours credit. Prerequisite: Co-requisite Mi Eng 231. Description: This course extends the study of statics to rock materials in mines and covers rock-related and support structure-related mechanics of materials.

CC1 5126, Geological Engineering 376, Environmental Aspects of Mining. Approved for WS2002. Change in course title "FROM" Mined-Land Reclamation. Change in prerequisites from Ge Eng 50 and prereq/coreq. One of Ge Eng 246, Cv Eng 215 or Mi Eng 226 "TO" Ge Eng 50; Mi Eng 324 and 326 or prereq/coreq Cv Eng 215. Co-listed with Mi Eng 376.

CC1 5127, Geophysics 484, Advanced Engineering and Environmental Geophysics. Approved new course for WS2002. 3 hours credit. Prerequisites: Admittance into USAES-UMR Cooperative Degree Program. Description: An introduction to the theory and application of the gravity, magnetic, resistivity, self-potential induced polarization, seismic, electromagnetic and GPR methods as applied to the solution of engineering and environmental problems.
CC1 5128, Geology 338, Computer Mapping in Geology. Approved for WS2002. Change in credit hours from 1 hour lecture and 1 hour lab "TO" 2 hours lecture and 1 hour lab. Change in prerequisites from Cmp Sc 73, Geo 51 "TO" Geo 51. Change in catalog description to: This course introduces the basic of both surface and subsurface geologic mapping. It introduces procedures and problems associated with digitizing, gridding, contouring, volumetrics and generation of three dimensional diagrams on the PC. Integration of field gathered data with USGS and GSI databases for the purpose of making surface geologic maps is also included.

CC1 5129, Geology 414, Advanced Mineralogy and Petrology. Approved new course for WS2002. 3 hours credit. Prerequisites: Admittance into USAES-UMR Cooperative Degree Program. Description: Study of physical mineralogy and petrology, overview of systematic determination of minerals and rocks by means of their physical properties. Included the recognition of crystal forms and field relationships of rocks.

CC1 5130, Geology 223, Stratigraphy and Sedimentation. Approved for WS2002. Change in prerequisites from Geo 130, accompanied or preceded by Geo 130 "TO" Geo 130 or Geo 125. Change in description to: Principles of physical stratigraphy, bio-stratigraphy and introductory sedimentation. Introduction to depositional systems, facies, unconformities, stratigraphic nomenclature and correlation. One field trip at student expense is required.

CC1 5131, Philosophy & Liberal Arts, Education 212, Children’s Literature. Approved new course for FS2002. 3 hours credit. Prerequisites: English 20 and one semester of college literature. Description: Introduction to the study and teaching of children’s literature. Emphasis on historical developments, multi-cultural issues and works. Computer intensive. Co-listed with English 212.

CC1 5132, English 212, Children’s Literature. Approved new course for FS2002. 3 hours credit. Prerequisites: English 20 and one semester of college literature. Description: Introduction to the study and teaching of children’s literature. Emphasis on historical developments, multi-cultural issues and works. Computer intensive. Co-listed with Education 212.

CC1 5133, Electrical Engineering 304, Electric Power Quality. Approved new course for WS2002. 3 hours credit. Prerequisites: El Eng 153. Description: Definitions and standards of power quality, kinds of power quality problems; sources of sags and transient over voltages; distribution principles of controlling harmonics, devices for filtering harmonics, time and frequency domain methods of analysis; power quality monitoring; power quality improvement methods.


CC1 5137, Mining Engineering 050, Computing in Mining Engineering. Approved new course for FS2002. 1 hour lab. No Prerequisites. Description: Basic software needed by mining engineers for computer applications in various phases (A correction was made to change the credit hours from 3 hours "TO" 1 hour lab per Dr. Larry Grayson, Chair of Mining Engineering.)

CC1 5141, Information Science and Technology 351, Leadership in Technology-Based Organizations. Approved new course for WS2002. 3 hours credit. No prerequisites. Description: The course focuses on the knowledge and skills necessary for the development and implementation of effective strategies for the management of technology-based organizations. This involves: developing a general management perspective on technology and innovation, examining the problems of new product development, identifying distinctive technological competencies, licensing and marketing technologies, assessing the organizational and industrial context of technology.

For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will be offered in the near future.

Approved EC1s:
EC1 1260, Geology 301, Global Chemical Geodynamics. Approved for WS2002. 3 hours lecture and 1 hour lab. Prerequisites: Geop 130; Chem 003.

EC1 1261, Geology 301, Geology Field Studies. Approved for WS2002. 1 hour lab. Prerequisites: Geo 130 or Geo 125, Geo 223.

EC1 1262, Geophysics 401, Advanced Engineering and Environmental Geophysics. Approved for FS2001. 3 hours credit. Prerequisites: Admittance into graduate school.

EC1 1263, Geology 401, Advanced Mineralogy and Petrology. Approved for FS2001. 3 hours credit. Prerequisites: Admittance into graduate school.

EC1 1264, Philosophy & Liberal Arts, Education 301, School Law and Finance for Teachers. Approved for SS2002. 1 hour lecture. Prerequisite: Graduate standing.

EC1 1265, Philosophy & Liberal Arts, Education 301, Kagan Cooperative Learning. Approved for SS2002. Prerequisite: Graduate standing.

EC1 1266, Philosophy & Liberal Arts, Education 301, Current issues in School Safety. Approved for WS2002. Prerequisite: Graduate standing.

EC1 1267, Philosophy & Liberal Arts, Education 301, Advanced Reading. Approved for WS2002. Prerequisite: Graduate standing.

EC1 1268, Philosophy & Liberal Arts, Education 301, Advanced Reading in the Content Field. Approved for WS2002. Prerequisite: Graduate standing.

EC1 1270, Philosophy & Liberal Arts, Education 301, Curriculum and Instruction in Secondary Mathematics, Advanced. Approved for WS2002. 1 hour lecture. Prerequisite: Graduate standing and currently teaching secondary mathematics.

J. Keith Nisbett, Chair
UMR Campus Curricula Committee
XXXI, 2. The meeting was called to order at 1:30 P.M. by President Ralph Wilkerson. Roll call was taken, and absentees noted were: James Stone; Ilene Morgan, Michael Meagher, Paul Worsey; Patrick Giunta; Don Sharpsteen, Greg Gelles, Kristine Swenson; Phillip Whitefield; Kurt Kosbar; S.N. Balakrishnan; H. L. Tsai; Richard Brow; Gerald Wilemski, and Greg Story.

There was a motion and second to approve the minutes of the September 20, 2001 meeting. The motion carried.

.1 REPORTS AND RESPONSES

A. PRESIDENT'S REPORT

1. Noting that the next IFC meeting would be the following day, Prof. Ralph Wilkerson reviewed topics discussed at the previous IFC meeting.
   a. The IFC is currently reviewing proposal for a tuition waiver for family members. One number mentioned at the last meeting was that it would cost an estimated $1.3 million to implement a 100% tuition waiver for all family members. A variety of options are being considered and more data should be available at the next IFC meeting.
   b. The IFC is discussing ways to get more faculty input into the strategic planning process.

B. CHANCELLOR'S REPORT – Provost Y.T. Shah presented the following report for the Chancellor.

1. Dr. Shah provided an overview of the Faculty Performance Share Plan (FPSP) at UMR. The FPSP is an additional compensation tool to recognize exemplary faculty activities and achievements that are critical to the successful implementation of the University System and campus and University Outreach and Extension strategic plans.
   a. In 2000-2001, 30 UMR faculty received awards; 15 in Engineering, 7 in Mines and Metallurgy (all who were nominated), 8 in Arts and Sciences (all who were nominated).
   b. In 20001-2002, Faculty performance shares will be awarded to faculty who:
      1.) Change significantly campus culture with respect to any Strategic Goal Objective in the 2001-2002 Strategic Action Plan of the University of Missouri-Rolla;
      2.) Make a significant contribution to campus student recruiting and/or retention;
      3.) Receive a national or international prize or award which advances the UMR strategic plan.
2. Prof. Don Myers pointed out that the Academic council did not have an opportunity to be part of the decision process, because they only received two days notice before input was required.

3. Prof. Don Myers pointed out that the Strategic Plan Objectives were very broad and asked if specific goals and objectives could be identified for faculty at the Dean's level. Provost Shah agreed that this was a good idea and indicated that he would bring it up at his next cabinet meeting.

4. Provost Shah introduced Steve Mallot, Vice-Chancellor for Administrative Services. Vice-Chancellor Mallot updated the council on the current status of the budget.
   a. Vice Chancellor Mallot indicated that under current projections, UMR is fairly well positioned to get through the current fiscal year.
   b. Vice Chancellor Mallot said that under current planning assumptions, UMR is looking at a 1-1.5 million dollar cutback for the next fiscal year. One of these assumptions is that UMR receives a flat state appropriation for the coming year. If state appropriations are reduced UMR's cutback could be greater than currently projected. However there are many questions affecting the budget that we still don't have answers to.
   c. Vice Chancellor Mallot indicated that he is in contact with the Budgetary Affairs committee and intends to include them in the budget planning decision process.

.2 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. CURRICULA - This report was presented by Professor Thomas Schuman.
   1. Professor Schuman moved to approve the CC1's that were distributed with the agenda. There was a second, and motion carried.
   2. Professor Schuman pointed out that there were three ECI's provided in the agenda as information for the academic council.

B. STUDENT AFFAIRS - This report was presented by Mark Potrafka, Director of Student Activities.
   1. Mr. Potrafka presented the constitution for a new student organization called The Vine for approval by the Academic Council. This organization was discussed at the June meeting, but no action was taken. The constitution presented was modified to address concerns raised at the June meeting. It was moved and seconded to accept The Vine as a new student organization. The motion carried.
   2. Mr. Potrafka presented the constitution for a new student organization called Rotaract Club. It was moved and seconded to accept the new student organization. The motion carried.
   3. Mr. Potrafka presented the constitution for a new student organization called Common Call Campus Ministry. It was moved and seconded to accept the new student organization. The motion carried.
   4. Mr. Potrafka presented the constitution for a new student organization called Delta Sigma Theta Sorority. It was moved and seconded to accept the new student organization. The motion carried.
5. Mr. Potrafka presented the constitution for a new student organization called Alpha Iota Delta. It was moved and seconded to accept the new student organization. The motion carried.

6. Mr. Potrafka presented the constitution for a new student organization called the University of Missouri-Rolla Chapter of the American Society of Engineering Management/Institute of Industrial Engineers. It was moved and seconded to accept the new student organization. The motion carried.

7. Mr. Potrafka presented the constitution for a new student organization called Up 'til Dawn. It was moved and seconded to accept the new student organization. The motion carried.

.3 OLD BUSINESS - No old business was presented.

.4 NEW BUSINESS

A. STAFF COUNCIL - Ms. Barbara Robertson reported that the UMR Remembers fundraiser was very successful with more than $2,600 raised.

B. STUDENT COUNCIL - Mr. R.J. Agee reported that the Student Survey results will be available soon.

C. GRADUATE STUDENT'S COUNCIL - Ms. Carmen Doudna reported that the Graduate Student’s Council is having a membership drive on October 31st.

D. RP&A – Prof. Don Myers announced that memos are being sent to standing committees members asking them to get organized. Committees are being asked to select a chair and to review their present charge. The RP&A committee is reviewing the current committee structure and will be recommending changes for approval by the General Faculty.

E. REFERRALS

1. The Academic Standards committee is being asked to look into moving the drop date without a W grade to one week after mid-semester grades are sent.

2. The Academic Standards committee is being asked to look into the various interpretations and possible causes of the D, F & W problem.

3. The Budgetary Affairs committee is being asked to involve faculty in the budget planning process and review the formula for faculty allocation.

There was a motion to adjourn. After a second was made, motion carried.

Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official notification and documentation of actions approved.*
ACADEMIC COUNCIL

TO: UMR FACULTY
Academic Council Meeting
Thursday, October 18, 2001
1:30 PM; 204 McNutt

I. Approval of minutes of the September 20, 2001 meeting

II. Reports and Responses
A. President’s Report— including IFC report (5 min.) Ralph Wilkerson
B. Chancellor’s Report (10 minutes) Gary Thomas
   1. Faculty Performance Shares Plan
   2. Budget Planning Decision Process
   3. Other

   (10 minutes for Questions and Answers)

III. Reports of Standing and Special Committees
A. Curricula (5 minutes) Thomas Schuman
   1. *Report No. 3
B. Student Affairs (5 minutes) Mark Potrafka
   1. *Constitutions

IV. Old Business
A. *Action Items

V. New Business and Announcements
A. Staff Council Barbara Robertson
B. Student Council Ryan Wilson
C. Graduate Students’ Council Carmen Doudna
D. Referrals

*Information distributed with agenda
The UMR Campus Curricula Committee recommends to the Academic Council that the curricula changes on the following CC1s be approved.

CC1 5093, Geophysics 383, Electrical Methods in Geophysics. Removed from tabled. Approved for WS2002. This course originally requested changes for the FS2001 term. However, this course was cancelled for FS2001. The committee made an editorial change from effective term FS2001 "TO" WS2002.


CC1 5100, Information Science & Technology 051, Algorithms and Programming (Visual Basic). Approved new course. The committee members approved it by e-mail for the WS2002 term. 1 hour credit. Prerequisite: Entrance requirements. Description: Provides a brief introduction to the various areas of Information Science & Technology and the associated career opportunities. A portion of the course is devoted to IDT ethics.


CC1 5120, Engineering Management 257, Materials Handling and Plant Layout, FS2002. (Co-listed with Mc Eng 256.) Approved for FS2002. Change in prerequisites from Eng Mg 282 "TO" Eng Mg 282, Mc Eng 153. (Co-listed with Mc Eng 256.)


For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will offered in the near future.

EC1 1254, Mining Engineering 401, Mine Environment Management. Approved for WS2002. The credit hours are being clarified. No prerequisites.

EC1 1258, Electrical Engineering 301, Power Electronics Laboratory. Approved for WS2002. 1 hour lab. Prerequisite: Co-requisite El Eng 353.

EC1 1259, Computer Engineering 401, Literature Search Methods in Computer Research. Approved for WS2002. 1 hour lab. Prerequisite: At least one semester graduate research experience and permission of instructor.

J. Keith Nisbett, Chair
Constitution of The Vine

Article I - Name
This Organization shall be known as The Vine, and shall be affiliated with Vineyard Christian Fellowship-Rolla.

Article II - Purpose
1. To help UMR students achieve maturity and wholeness through the resources available to them in Jesus Christ and as a part of a Christian community.
2. To encourage UMR students to be an effective part of a Christian community with a focus on the development of relationships with God and with each other.
3. To help UMR students relate to other parts of the Christian community, i.e., churches in the area, at home, and in the future.
4. To offer a positive influence and spiritual guidance to all members of the academic community.

Article III. - Membership
1. Regular Membership: any UMR student who participates in the life of the organization on the University of Missouri-Rolla campus is eligible for regular membership. Members can be inducted at any regular meeting by a majority vote of members present. Privileges of said membership include the right to vote on matters concerning the organization and hold office.
Rotaract Club of the University of Missouri - Rolla

CONSTITUTION

Adopted 2001

ARTICLE I – Name, Affiliation and Insignia:

The name of this student organization shall be the Rotaract Club of the University of Missouri - Rolla, hereafter referred to as "club."

This Rotaract Club is affiliated with Rotary International through the direct sponsorship of a local Rotary Club.

The official emblem of Rotaract as defined by Rotary International shall represent the club and its members.

ARTICLE II – Purpose and Goals:

The purpose of Rotaract is to provide an opportunity for young men and women to enhance the knowledge and skills that will assist them in personal development, to address the physical and social needs of their communities, and to promote better relations between all people worldwide through a framework of friendship and service.

The Goals of Rotaract are:

1. To develop professional and leadership skills;
2. To emphasize respect for the rights of others, based on recognition of the worth of each individual;
3. To recognize the dignity and value of all useful occupations as opportunities to serve;
4. To recognize, practice, and promote ethical standards as leadership qualities and vocational responsibilities;
5. To develop knowledge and understanding of the needs, problems and opportunities in the community and worldwide;
6. To provide opportunities for personal and group activities that serve the community and promote international understanding and goodwill toward all people.

ARTICLE III – Sponsorship

1. The sponsor of this Rotaract club is the Rotary Club of Rolla Morning Club, which, through a committee, shall provide guidance and have supportive responsibility for this Rotaract club. The continued well-being of this club shall depend on the continued active personal participation of the sponsoring Rotary club.

2. The club shall include on all of its stationery the name of its sponsoring Rotary club.

3. The basis of organization shall be young men and women residing, employed, or studying anywhere in the vicinity of the sponsoring Rotary club. Since the University of Missouri-Rolla is located within the vicinity of a sponsoring Rotary club, the
Constitution of
Common Call Campus Ministry

A joint ministry of Christ Church (Episcopal) and Hope Lutheran (ELCA)

University of Missouri – Rolla
Rolla, Missouri

PREAMBLE

We, a group of Episcopal and Evangelical Lutheran Church in America (ELCA) students at the University of Missouri-Rolla, do hereby frame this constitution as a public acknowledgement of our aims and obligations to ourselves and others and to establish an organization which by collective and individual effort may bring these to a more complete realization. We further propose by this statement of objectives and organization to declare the common purpose of the Episcopal Church and the ELCA church and to exercise the full communion between both churches with this ministry to teach, learn, and grow in Christ.

ARTICLE I
NAME & OBJECTIVES

Section 1. The name of this organization shall be COMMON CALL CAMPUS MINISTRY.

Section 2. The purpose of Common Call Campus Ministry shall be to provide organization for students of UMR who wish to join in worship of Jesus Christ; to provide a positive forum for discussion on Christian theology based in the doctrines of the Episcopal Church and the ELCA, using the Holy Scriptures and additional Christian texts; and to promote the joint fellowship of Episcopalians, ELCA members, and those interested in these doctrines.

ARTICLE II
MEMBERSHIP

Section 1. Membership will be granted to all interested parties upon request and will be retained as long as the member shows an interest in the organization and agrees to allow the organization to contact the member and retain the member on all e-mail and regular mailing lists pertaining to the organization.

A. Regular membership will be restricted to all interested students of the University of Missouri-Rolla.
THE CONSTITUTION OF

DELTA SIGMA THETA SORORITY, INC.

PREAMBLE

We, the duly initiated representatives of the University of Missouri-Rolla chapter of Delta Sigma Theta Sorority, Incorporated, in order to form a close union among college women for fostering ideas in moral, social and intellectual life, and assisting members in every possible way, do hereby establish this Constitution for the government of extra and intrafraternal relations of this Sorority. The government established in this Constitution and its By-Laws should bind the chapter at the University of Missouri-Rolla.

ARTICLE I - NAME

The name of this organization shall be Delta Sigma Theta Sorority, Incorporated at the University of Missouri-Rolla, commonly known as Delta Sigma Theta Sorority, Inc. and hereinafter referred to as "the Sorority."

ARTICLE II - OBJECT

The principal purposes and aims of this Sorority shall be to engage in cultural, educational and public service activities: to establish, maintain and encourage high cultural, intellectual and moral standards, to govern, supervise and regulate the chapter of the Sorority at the University of Missouri-Rolla.
Article I – Name and Organizational Structure

The name of this chapter at the University of Missouri-Rolla shall be the Epsilon Mu Chapter of the national honorary society Alpha Iota Delta. There is only one chapter on campus. This chapter is composed of two sections: An Engineering Management (aid-eman) section and a Management Systems (aid-ms) section. Both sections will cooperate in achieving chapter goals and both will coordinate common activities. Yet each section will have its own governing body and each will be viewed as an independent entity within its field of emphasis. Each section shall have its own monetary account, which is only accessible by that particular section. Each section will have its own list-serve.

Article II – Purpose

The purpose of the Epsilon Mu Chapter is to confer distinction for academic excellence in the decision sciences and information systems, to promote the infusion of the functional and behavioral areas of administration with the tools, concepts, and methodologies of the decision sciences and information systems, and to promote professional fellowship among students, faculty, and administrators who share a common interest in the development of the decision sciences and information systems.

Article III – Membership

Membership eligibility is separate for the two active sections but according to the following common criteria.

A. Qualification & Class of membership.

1. There are five classes of membership from the UMR community: undergraduate students, graduate students, faculty, chapter alumni, and honorary. Undergraduate and graduate students shall comprise the active section membership.
2. To be eligible for election as an undergraduate student member, the nominee must have completed four decision sciences and information systems courses, be in the upper 10 percent of his/her class, and aspire to high moral and ethical standards.
3. To be eligible for election as a graduate student member, the nominee must have completed four decision sciences and information systems courses, be in the upper 20 percent of his/her class, and aspire to high moral and ethical standards.
4. To be eligible for election as a faculty member, the nominee shall be a person of distinction in the decision sciences and information systems on the faculty at the University of Missouri-Rolla. Such candidates for membership may be admitted to membership by vote of the section membership.
5. Active members shall automatically become alumni of the section upon graduation.
6. To be eligible for election as an honorary member, the nominee shall be a person of distinction in the decision sciences and information systems. Such candidates for honorary membership may be admitted to membership by vote of the section membership.
7. Election as a section member automatically carries with it election to the Alpha Iota Delta national society.
8. The criteria set forth in this article shall be the sole basis for determination of eligibility for section membership.
UNIVERSITY OF MISSOURI - ROLLA
AMERICAN SOCIETY of ENGINEERING MANAGEMENT/INSTITUTE of
INDUSTRIAL ENGINEERS
CHAPTER CONSTITUTION

ARTICLE I
Name

SECTION I
This organization shall be known as the University of Missouri – Rolla Chapter of the American Society of Engineering Management/Institute of Industrial Engineers. Hereinafter called the "Chapter" which shall have been granted a charter by the Board of Trustees of the American Society of Engineering Management/Institute of Industrial Engineers, hereinafter referred to as ASEM/IIE.

ARTICLE II
Objectives

SECTION I
The object of the Chapter shall be to promote the Profession of Engineering Management through the organized effort of this group in study, research and discussion of the fields of Engineering Management and the dissemination of knowledge thereby gained. The Chapter shall promote membership in ASEM/IIE by acquainting the student body with the ideas, purposes and objectives of ASEM/IIE.

ARTICLE III
Membership

SECTION I
Any person who is a regularly-enrolled, full or part-time student pursuing an undergraduate college curriculum in engineering or engineering technology which culminates in a bachelor's degree, or in any graduate-level degree program which will enhance professional competence, and who is also a member in good standing is eligible for membership in the University Chapter. The term "student" implies that his/her principal current pursuit is his/her college studies as a regularly enrolled student in a college or university pursuing a curriculum in engineering, pre-engineering, or engineering technology. This does not include a member who is engaged in full-time employment who is incidentally pursuing studies on the side.

SECTION II
All members of the University Chapter are subject to the Constitution and Bylaws of ASEM/IIE.
The University of Missouri-Rolla Up 'til Dawn Constitution

ARTICLE I. NAME
The name of this organization shall be Up 'til Dawn, which is a registered trademark of St. Jude's Children's Research Hospital.

Article II. University Recognition
The Up 'til Dawn Program shall follow the University of Missouri-Rolla regulations on becoming a recognized Student Organization.

ARTICLE II. OBJECTIVES, PURPOSE, AND GOALS
Up 'til Dawn has the following objectives, purposes, and goals:
1. To unite The University of Missouri-Rolla campus in an effort spearheaded and led by The University of Missouri-Rolla student body.
2. To promote the value of service leading to all students at The University of Missouri-Rolla.
3. To provide students the opportunity to accumulate valuable, practical knowledge through their committee planning and event execution work.
4. To raise much needed dollars for the children of St. Jude Children's Research Hospital.

ARTICLE III. MEMBERSHIP
Section A. Membership and participation in Up 'til Dawn is open to all students at The University of Missouri-Rolla.
Section B. Participation in Up 'til Dawn shall be in the form of teams of any number of students wishing to participate, each team shall provide at least one person to be a representative to either chair or participate on executive board committees. All team members shall be considered voting members of Up 'til Dawn at regularly held meetings.
Section C. Associate members may include faculty, alumni, staff, and community members, such as liaisons with St. Jude Children's Research Hospital. Associate members shall act in a advisory capacity, lending advice and resources as necessary.

ARTICLE IV. EXECUTIVE BOARD
Section A. The Executive Board must be comprised of students at The University of Missouri-Rolla who are taking at least six (6) semester hours during the fall and spring semesters of their tenure. These students must maintain a minimum of
Date of Passage  

January, 2000  Resolution on Video/Distance Learning

October, 2000 Resolution on Faculty Performance Shares Plan

Subject

REferred TO

Dr. Thomas

Dr. Thomas
XXXI, 1. The meeting was called to order at 1:30 P.M. by President Don Myers. Roll call was taken, and absentees noted were: James Stone; V.A. Samaranayake; Paul Worsey; Patrick Giunta; Kristine Swenson; Phillip Whitefield; Kelvin Erickson; S.N. Balakrishnan; Marshall Porterfield; Richard Brow; and Mark Mullin.

There was a motion by Professor Hal Nystrom to approve the minutes of the June 21, 2001 meeting. Following a second by Professor Lenn Koederitz, motion carried.

After a few brief comments from the outgoing president, Don Myers, there was a motion to move the Rules, Procedure, and Agenda report forward for the election of Academic Council officers. There was a second and motion carried.

.2 REPORTS OF STANDING AND SPECIAL COMMITTEES

B. RULES, PROCEDURE, AND AGENDA-Professor Don Myers, as the new chair of this committee, presented the slate of officers as follows: President-Ralph Wilkerson; President Elect-Lenn Koederitz; Secretary-Todd Hubing; and Parliamentarian-Michael Hilgers.

1. After hearing no more nominations, Professor Myers moved to approve the slate. Professor Hal Nystrom seconded and motion carried.

.1 REPORTS AND RESPONSES

A. PRESIDENT’S REPORT

1. After saying he had enjoyed his year as President of Academic Council and thanking the Chancellor for his cooperation, Professor Myers turned the meeting over to the incoming president, Ralph Wilkerson.

2. Professor Wilkerson said the September IFC meeting had not been held yet, and asked Professor Myers to give a report from the IFC Retreat.
   a. Professor Myers explained the makeup of IFC-three representatives from each of the UM campuses.
   b. Professor Myers said the retreat is held each summer to discuss common interests for IFC agenda items for the coming year. He also said Academic Council will discuss many of the same issues.

3. President Wilkerson recognized and welcomed Representative Bob May and Senator Sarah Steelman.

B. CHANCELLOR’S REPORT. Dr. Thomas commented on some of the things that had been accomplished together this past year.
2. The Chancellor gave a slide presentation on enrollment figures (See attached).

QUESTIONS AND ANSWERS - There were no questions from the floor.

.2 REPORTS OF STANDING AND SPECIAL COMMITTEES

A. CURRICULA-This report was presented by Professor Thomas Schuman.
   1. An addition to the agenda was distributed on CC1 5100 Information Science and Technology 051, Algorithms and Programming.
   2. Professor Schuman moved to approve the CCI’s that were distributed with the agenda. There was a second, and motion carried.
   3. Professor Schuman then moved to approve the Addendum (CCI 5100). There was a second, and motion carried.

.3 OLD BUSINESS - No old business was presented.

.4 NEW BUSINESS

A. STAFF COUNCIL
   1. Ms. Barbara Robertson mentioned the upcoming fund raiser for the victims of the September 11 disaster. This will be held on October 11, and will be called Red, White and Blue Day.
   2. Ms. Robertson said UM President Pacheco is starting ISC. This will be the staff counterpart to IFC, meeting quarterly.

B. STUDENT COUNCIL - Mr. R.J. Agee said the Student Survey is ready to go on the web, as soon as CIS can put it on.

C. GRADUATE STUDENT’S COUNCIL - Ms. Carmen Doudna said this group will sponsor an event on September 27 on procedures and methods for obtaining jobs.
   1. Ms. Doudna asked that all departments encourage more graduate students to attend these meetings.

Professor Don Myers moved to adjourn. After a second was made, motion carried.

Respectfully submitted,

Todd Hubing, Secretary

*Minutes of the Academic Council are considered official documentation and notification of actions approved.
Academic Council Meeting

September 20, 2001
Enrollment by Semester

*Fall 2001 count is for the end of 4th week
**Includes EEC and Extension
***Source: UMR Enrollment Grid
F2001 Enrollment: Actual vs. Projected

UMR Enrollment

Number of Students

Winter | Summer | Fall

11000 - 6000

Semester


*Fall 2001 count is for the end of 4th week
**Includes EEC and Extension
***Source: UMR Enrollment Grid
F2001 Enrollment: Actual vs. Projected

Fall 2001 On-Schedule Enrollment

*End of 4th week count
UMR’s Educational Process

The 1998 Higher Education Research Institute survey of UMR faculty members showed,

» 81% said enhancing UMR’s National Ranking is a High or Highest Priority

» 80% believed General Education has not changed

» 80% believed Good Teaching is Rewarded
40% of the *US News & World Report* Ranking Depends on the Success of the Educational Process – Selectivity & Retention

Strong Emphasis on Research in Ranking of Ph.D. Granting Engineering Programs
### Using the U.S. News & World Report Rankings 9/2001

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<th>M. Tech</th>
<th>IIT</th>
<th>Case WR</th>
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**Weighted Average**

*Number in blue is where ranking declined from 2000.*
6-year Graduation Rate vs Weighted ACT Score

2-year Correlation EXCLUDING UMR and IIT = 0.62358135
2-year Correlation INCLUDING UMR and IIT = 0.525059777

- 1999 - 2000 2-yr correlation, excludes UMR and IIT
Symptoms of "Sick" Academic Processes
If the percent of "unsatisfactory" grades indicate a deficit in student *learning*, most students with lower ACTs have a *better*, or *as good*, a chance of learning at UMR as students with high ACTs!
20 of 26 Departments have a positive correlation between the average ACT scores of the student taking classes in the department and the % of “unsatisfactory” grades given, i.e. students with lower ACT scores do better in their classes!
Only three departments have a strong *negative* correlation between ACTs and Ds, Fs & Ws. Five departments have a 0.4 correlation or higher between ACTs and “unsatisfactory” grades!
ACADEMIC COUNCIL
To: UMR FACULTY
Academic Council Meeting
Thursday, September 20, 2001
1:30 P.M.; 204 McNutt

I. Approval of minutes of the June 23, 2001 meeting

II. Reports and Responses
A. President’s Report-to include IFC (15 min.) Don Myers
B. Chancellor’s Report (10 min.) Gary Thomas
   (10 minutes for Questions and Answers)

III. Reports of Standing and Special Committees
A. Curricula (5 min.) Thomas Schuman
   1. Report No. 1 & 2
B. Rules, Procedure and Agenda (10 min.) Don Myers
   1. Academic Council Officer Election

IV. Old Business
A. *Action Items

V. New Business and Announcements
A. Staff Council
B. Student Council
C. Graduate Students’ Council
D. Referrals

*Information distributed with agenda
Memo To: Academic Council  
From: UMR Campus Curricula Committee  
RE: August 6, 2001, Meeting

For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will offered in the near future.

EC1 1230, History 301, American Environmental History. Approved for WS2002. 3 hours credit. Prerequisites: History 175 or 176.

EC1 1232, History 301, History of Baseball. Approved for WS2002. 3 hours credit. Prerequisites: History 175 or 176.


EC1 1234, English 301, Advanced Writing for Science and Engineering II. Approved for WS2002. 2 hours credit. Prerequisites: Technical writing and graduate student status.

EC1 1236, Civil Engineering 301, Design of Low-Rise Buildings Under Wind and Earthquake Loads. Approved for WS2002. 3 hours credit. Prerequisites: Bas En 150, Cv Eng 221 or Cv Eng 223.

EC1 1237, Civil Engineering 301, Smart Civil Engineering Structures. Approved for WS2002. 2 hours lecture and 1 hour lab. Prerequisites: Senior standing, Bas En 110 or Bas En 140.

EC1 1238, Civil Engineering 401, Environmental Aquatic Chemistry. Approved for WS2002. Co-listed with Env Eng 401. 3 hours credit. Prerequisite: Basic chemistry. The committee would like clarification on the basic chemistry course.

EC1 1239, Environmental Engineering 401, Environmental Aquatic Chemistry, Approved for WS2002. Co-listed with Cv Eng 401. 3 hours credit. Prerequisite: Basic chemistry.

EC1 1240, Psychology 301, WS2002, Sports and Exercise Psychology, Approved for WS2002. 3 hours credit. Prerequisite: Psych 50.
EC1 1241, Computer Science 401, Mobile and Distributed Data Access. Approved for WS2002. 3 hours credit. Prerequisite: Cmp Sc 304.

EC1 1242, English 301, Advanced Writing for Science & Engineering I. Approved for WS2002. 2 hours credit. Prerequisites: English 160 and 260 or graduate standing.

EC1 1243, English 301, The Hero in World Epic. Approved for WS2002. 3 hours credit. Prerequisites: English 20 and a semester of literature.

EC1 1244, Education 301, Professional Development. Approved for FS2001. 1 hour credit. Prerequisite: Graduate standing.

EC1 1245, Education 301, Reading Academy. Approved for FS2001. 3 hours credit. Prerequisite: Graduate standing.

EC1 1248, Education 301, How to Prepare Students for College Mathematics. Approved for SS2002. 1 hour credit. Prerequisite: Graduate standing.

J/K. Keith Nibett
Chair, UMR Campus Curricula Committee
Memo To:   Academic Council

From:   UMR Campus Curricula Committee

RE:   September 5, 2001, Meeting

The UMR Campus Curricula Committee recommends approval of the two new proposed degree programs. The Bachelor of Arts Degree in Speech Communication and Technology and the Bachelor of Science Degree in Environmental Engineering.

CC1 5000, Philosophy & Liberal Arts, proposed new Bachelor of Arts Degree in Speech Communication and Technology. Removed from the table and approved for FS2002. The committee asked the department to specifically address the duplication of this degree with other programs in the state and, to note this information on the official new degree program forms.

CC1 5098, Civil Engineering, proposed new degree program, Bachelor of Science Degree in Environmental Engineering. Approved for FS2002. The committee requests the following modifications: (1) Change the course number of EnvE 209 to EnvE 210 to be consistent with the current numbering scheme for seminar courses. (2) Add a course description page for EnvE 210 in the section of new courses. (3) On page 12, 3rd paragraph, Institutional Characteristics, change the first sentence as follows: "UMR has as a distinct part of its mission the education of tomorrow's leaders in engineering and science." This is to reflect that UMR's mission is not limited to engineering and science.

The UMR Campus Curricula Committee recommends to the Academic Council that the curricula changes on the following CC1s be approved.

Approved CC1s
CC1 5087, Petroleum Engineering 000, curriculum changes. Approved for FS2001. Justification reads: Cmp Sc 74/78 will replace Cmp Sc 73/77 in the first semester of the sophomore year.


CC 5090, Civil Engineering 465, Environmental Engineering Analysis Laboratory, Approved for FS2002. Change in course number from Cv Eng 365 "TO" Cv Eng 465. Change in description to reflect the correct course number of co-listed course Eng En 465. Change in prerequisites from Cv 265 with grade of "C" or better or graduate standing "TO" Cv 265 or equivalent with a grade of "C" or better.

CC 5091, Environmental Engineering 465, Environmental Engineering Analysis Laboratory, Approved for FS2002. Change in course number from Env Eng 365 "TO" Env Eng 465. Change in description to reflect the correct course number of co-listed course Cv Eng 465. Change in prerequisites from Cv 265 with grade of "C" or better or graduate standing "TO" Cv 265 or equivalent with a grade of "C" or better.

CC 5092, Military Science 207, Leadership, Management, and Ethics. Approved for FS2002. Change in course number from Mil Sc 107 "TO" Mil Sc 207. Change in catalog description to: Transition from college student to mid-level manager; staff organization, functions and business practices; counseling methods, techniques, and responsibilities; leader responsibilities which enhance a diverse cultural and ethical command climate which meets moral obligations and provides oversight into subordinates' personal needs. Change in prerequisites from None "TO" Mil Sc 105 and 106.

CC 5094, Civil Engineering 374, Infrastructure Strengthening with Composites. Approved new course for WS2002. 2 hours lecture and 1 hour lab. Prerequisites: Cv Eng 217 and Cv Eng 223. Description: The course presents composite materials and includes principles of reinforcing and strengthening for flexure, shear, and ductility enhancement. It covers the design of new concrete members reinforced with composites as well as existing members strengthened with externally bonded laminates or near surface mounted composite. Case studies are discussed and substantial laboratory exposure is provided.

CC 5095, Computer Engineering 000, curriculum change. Approved for FS2001. Change in curriculum, Footnote #12 changed to: The six hours of Science electives to be selected from an approved list which includes Bas En 140, Mc Eng 227, Mc Eng 219, Physics 107, Chem 221, Bio Sc 110, 112, 211, 231, 234, 242, 361.

CC 5096, Engineering Management 375, Total Quality Management, Approved for WS2002. Change in credit hours from 2 hours lecture and 1 hour lab "TO" 3 hours lecture. (Editorial change on effective term from FS2001 to WS2002.)

CC 5097, Engineering Management 379, Packaging Machinery, Approved for WS2002. Change in credit hours from 2 hours lecture and 1 hour lab "TO" 3 hours lecture. (Editorial change on effective term from FS2001 to WS2002.)

CC 5102, College of Arts and Sciences. Approved curriculum change for FS2001. To modify the B.A. requirements in the catalog. Reads as follows: (d) Upon approval of the Dean of the College of Arts and Sciences students seeking teacher certification may substitute 11-16 hours of certification courses for their foreign language requirement. Students electing to make this substitution must complete the certification program to receive their chosen Bachelor's of Arts degree.
CC1 5103, Electrical/Computer Engineering 000. Approved curriculum change for FS2001. The Senior Electives added this line: At least six hours of electives must be selected from engineering or computer science courses.

CC1 5115, Computer Science 253, Data Structures II. Approved for WS2002. Change in catalog description to: A continuation of the study of data structures and abstract data types with emphasis on complexity, performance and correctness. Topics will include tree balancing algorithms, self-balancing trees, networks and graph algorithms, event simulation, and memory management. (Editorial change of effective term from FS2001.


CC1 5117, Psychology 000. Approved curriculum changes for FS2002, in the Bachelor of Arts degree.

CC1 5118, Psychology 000. Approved curriculum changes for FS2202, in the Bachelor of Science degree.

CC1 5119, Psychology 000. Approved curriculum changes for FS2002, in the Minor in Psychology.

For the information of the Academic Council, the following EC1s have been submitted by the University departments for an experimental course that will be offered in the near future.

Approved EC1s:
EC1 1231, History 301, The United States in World War II. Remove from tabled. The prerequisite of History 175 or 176 were added to the form, as the committee requested. Approved for WS2002. 3 hours credit.

EC1 1246, Education 301, Balanced Literacy II: Four Block Approach. FS2001. Removed from the table. The committee requests clarification of how the credit hours will be given. 1-3 hours lecture, documentation was submitted to the committee. Approved for FS2001.

EC1 1249, Computer Engineering 301, Real-Time Systems. Approved for WS2002. 3 hours credit. Prerequisites: Cp Eng 213 or Cmp Sc 284.

EC1 1250, Computer Science 401, Computer Security. Approved for WS2002. 3 hours credit. Prerequisites: Cmp Sc 285.

EC1 1251, Mining Engineering 201, Materials Handling in Mines. Approved for FS2001. 2 hours lecture and 1 hour lab. Prerequisites: Mi Eng 003.

EC1 1253, Computer Engineering 301, Real-time Systems. Approved for WS2002. 3 hours credit. Prerequisites: Cp Eng 213 or Cmp Sc 284. Co-listed with Computer Engineering 301, Real-time systems.
EC1 1255, Computer Engineering 301, Signal Integrity for High-Speed Digital and Mixed Signal Design. Approved for WS2002. 3 hours credit. Prerequisites: El Eng 271 or Cp Eng 213 and senior standing. Co-listed with El Eng 301.

EC1 1256, Ceramic Engineering 401, Composite Materials. Approved for WS2002. 3 hours credit. Prerequisite: Graduate standing.

EC1 1257, English 301, American Gothic Literature. Approved for WS2002. 3 hours credit. Prerequisites: English 105 & 106.

\[\text{Signature of Chair}\]

\[\text{Keith Nisbett, Chair}\]
ACADEMIC COUNCIL

ACTION ITEMS

Date of Passage  
Subject  
REferred TO

January, 2000 Resolution on Video/Distance Learning  
Dr. Thomas

October, 2000 Resolution on Faculty Performance Shares Plan  
Dr. Thomas
Reduction of Academic Costs

October 7, 2002
Task Force Members

Stephen Lehmkuhle, Chair
Vice President for Academic Affairs
UM System

Brady Deaton
Provost
UM-Columbia

Joseph Martinich
IFC Representative
UM-St. Louis

Y.T. Shah
Provost
UM-Rolla

Ralph Wilkerson
Professor of Computer Science
UM-Rolla

Steve Ballard
Provost
UM-Kansas City

Jerry Durham
Vice Chancellor
UM-St. Louis

Thomas Schnell
Associate Professor of Education
UM-St. Louis

Max Skidmore
Professor of Political Science
UM-Kansas City

Russ Zguta
Professor of History
UM-Columbia

Staff Support

Steve Graham
Associate Vice President for Academic Affairs
UM System

Bob Mullen
Assistant Director Institutional Research & Planning
UM System

Katina Volle
Secretary to the Vice President for Academic Affairs
UM System

Tim Heinsz
Faculty Fellow
UM System

Kandis Smith
Special Assistant to the Vice President
UM System

Liz Wilden
Consultant
UM System
Introduction

During the past two years, the University of Missouri System has incurred significant reductions in State budget allocations and this trend is expected to continue for several more years. A former State budget director argues persuasively that the State budget has structural problems and the trend of reduced budget allocations for higher education will not be alleviated by an economic turnaround. Therefore, it is not only necessary for the University to respond to the immediate fiscal shortfalls, but it is also prudent for the University to plan to operate under marginal fiscal conditions for some time.

An immediate response by the University to address the FY 2002 withholdings was to implement an early retirement program that will reduce the size of the faculty workforce in the short term. There was a ten percent reduction in the core FY 2003 budget, and projections seem to indicate that the State will be unable to restore the University's core budget for some time. As a result, the University will be forced to operate with a smaller faculty workforce in the long term in order to maintain budget equilibrium, even though at the same time the University will encounter record levels of student enrollments and greater demands on the faculty.

The Task Force on Reduction of Academic Costs was formed to address current and future fiscal conditions. The specific charge of the task force was to:

1. Review the instructional costs associated with programs with low enrollments and/or completions. As part of the review, the task force should examine a variety of productivity measures, including the student credit hours, research and public service funds generated per faculty member. The task force should calculate the cost savings associated with the consolidation, discontinuation, or other recommendations for low enrollment degree programs.

2. Review duplicated programs, particularly those that are high cost or unnecessarily duplicated, across the four campuses of the University of Missouri. Calculate the cost savings associated with the elimination of a duplicated program, the impact of the program closure on State needs, and alternative means to provide access to a similar program for the affected students.

3. Review the faculty workload policy in the Collected Rules and Regulations (310.080) and similar policies for each campus. Consider variations in the workload policies together with the possibility of capping enrollments as a way to lower instructional costs and maintain academic quality.

Mission and Values of the University

The recommendations contained in this report were derived with the assumption that the University of Missouri should not deviate from its land-grant mission and will pursue its vision within an environment that fosters excellence, a core value listed in its strategic plan. Any recommendations contained in this report and associated actions must be referenced against the stated mission, vision, and values of the institution.

"The mission of the University of Missouri, as a land-grant university and Missouri's only public research and doctoral-level institution, is to discover, disseminate, apply, and preserve knowledge. It thereby stimulates learning by its students, and lifelong learning by Missouri
citizens, and advances the health and well-being and the intellectual, cultural, social, and economic interests of the people of Missouri, the nation, and the world.  

The University is distinguished from other public institutions of higher education in the State by its research mission. Its teaching and extension are grounded in the discovery of knowledge and in creative activity—the essence of University research. The emphasis on research is not only inherently important, but it also has a significant utility in agriculture, health and economic development, and it contributes to the overall enrichment of the quality of life.

Organization of the Report

This report is organized in four sections. The first section studies the cost savings from a financial perspective that could be realized through the closure of academic programs. The second section scrutinizes the program review process and includes recommendations to identify candidates for program closure, consolidation or merger, or substantive improvement. The third section examines the instructional capacity of the University of Missouri to determine if the campuses can accommodate higher enrollments with a reduction in the faculty workforce.

Finally, the last section of the report summarizes and compares various options for reducing academic costs covered in this report. The size of the faculty workforce is a major driver of academic costs, and operating with a smaller workforce is a common approach to several options proposed to reduce academic costs. Reducing the workforce through the closure of non-profitable academic units is not the most effective budget-cutting tool. The nature of the programs and the number of programs that would need to be eliminated in order to recover cost savings of the magnitude commensurate with the reductions in the State budget would seriously jeopardize the public, land-grant mission of the University of Missouri. Although the closure of some programs will be critical in creating future programmatic opportunities, it is recommended that the University immediately focus on several alternative approaches. These approaches include instructional productivity, consolidation or merger of academic units, examination of costs in academic administration, and scrutinization of the investments in the research enterprise, both in institutionally supported programs and the waiver of facilities and administrative cost recovery (F&A) from grants. Otherwise, if the University community continues to operate “as is” in the current fiscal environment, the University will have to make very difficult and mission-changing choices.

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1 Board of Curators and Coordinating Board for Higher Education approved mission statement for the University of Missouri System.
Section 1: Cost Savings Related to Program Closure

Most businesses scale back their operations and reduce operating costs as a means to adjust to a revenue shortfall when there is less demand for their products and services. It is not surprising then that many expect higher education to similarly scale back its operation (i.e., offer fewer degree options and support fewer academic programs) when the University experiences a revenue shortfall. The irony is that the revenue shortfall experienced by the University of Missouri is directly attributable to a reduced State subsidy despite having record student enrollments, large increases in research funding, and a high demand for its services.

Even in the face of high student enrollments, the University must consider trimming its degree program offerings as a means to scale back its academic operating costs. The subsequent analyses considers a variety of factors, such as costs, revenues, and service instruction provided for other academic units that must be considered in calculating the cost savings associated with the closure of colleges, schools, or departments. These analyses provide estimates for the cost savings associated with program discontinuance; how many programs or academic units would need to be closed to bring the reduced State appropriations into budget equilibrium; and the overall impact of the program closures on the functioning of the remaining academic units.

Academic Costing
There are a variety of direct and allocable costs associated with each academic unit. Some of these costs are inflexible, such as the cost of library resources, and other costs are shared, such as academic support services. Table 1 describes four tiers of costs with assumptions that vary from direct costs associated with the program (Tier 1 costs) to costs that are indirectly linked with an academic unit (Tier 4 costs). Salaries and wages of the faculty and staff employed by the academic units are the primary cost driver for Tier 1 costs. The analyses assume that the cost savings associated with the discontinuance of an academic unit can be estimated, at a minimum, by Tier 1 costs (primarily salaries and wages) and, at a maximum, by the sum of Tier 1 and Tier 2 costs. The costs described in Tier 3 and 4 would continue even if the department was discontinued, and savings would only be realized if a campus was closed.

Service Instruction
Another factor that needs to be considered in the recovery of academic costs through closure is the service instruction provided by academic units for each other. Some service instruction is used as required courses for other academic programs, as elective courses for other units, and often constitutes a major component of the general education curriculum that provides the academic background for all students in every academic unit. If an academic unit is closed and the faculty and the staff in the unit are discontinued, the remaining academic units assume additional costs associated with replacing the instruction (required courses, general education, and elective courses). Obviously, in some cases the remaining academic units would incur no additional costs if the service course was no longer offered, such as restricting the elective courses available to students. However, required courses in a degree program and general education courses will need to be offered and the remaining academic units will most likely incur some or most of these additional costs. The additional costs to the remaining academic units were estimated by calculating the subsidy provided by the campus to cover the costs of the service instruction scaled by the amount of service provided by the discontinued unit. In other words, the additional costs assumed by the remaining academic units will vary by the cost of the instruction and how much was provided by the closed academic unit. Only 50% of the service replacement cost was used in the model to estimate the variety of ways the remaining academic units would accommodate the increased obligations for instruction. The amount of service

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2 The smallest organizational level in which people, costs, and students can be directly attributed defines an academic unit.
replacement costs for many departments are negligible, but for some departments it is much higher, as high as $2.3 million for biological sciences.

<table>
<thead>
<tr>
<th>Tier 1 Costs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Direct instructional program costs supported from General Operating funds</td>
</tr>
<tr>
<td>• Other direct school/college costs - include General Operating funds used to support instruction, service, and research not included in the above</td>
</tr>
<tr>
<td>• Allocable primary program costs</td>
</tr>
<tr>
<td>• Direct scholarships – scholarship expenditures</td>
</tr>
<tr>
<td>• Direct support – institutional and academic</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tier 2 Costs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Allocated scholarship costs</td>
</tr>
<tr>
<td>• Building maintenance</td>
</tr>
<tr>
<td>• Academic support (10%) – (partial) does not include libraries.</td>
</tr>
<tr>
<td>• Student services (10%) – (partial)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tier 3 Costs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Libraries</td>
</tr>
<tr>
<td>• Academic support – remainder (90%) of school or college academic support not included in Tier 2 costs above</td>
</tr>
<tr>
<td>• Student service – remainder (90%) of school or college student services expenditures not included above</td>
</tr>
<tr>
<td>• Institutional support</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tier 4 Costs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Allocated system overhead and depreciation</td>
</tr>
<tr>
<td>• Campus depreciation</td>
</tr>
</tbody>
</table>

These costs and associated revenues are based on the report: “Full-Cost of Academic Divisions, Colleges, and Schools, Fiscal Year 1999 – 2000” and the “National Study of Instructional Costs and Productivity, FY2000”.

Immediacy of the Costs Savings
The recovery of academic costs from closing an academic unit will not be immediate. The University has an obligation to the students currently enrolled in the degree programs offered by the academic unit and to faculty as set forth in the Collected Rules and Regulations. It is anticipated that cost savings related to program closure would be nominal for the first two years and much of the direct costs would be eliminated within four years, as the program is closed.
Additional Assumptions
Several additional assumptions related to shifting enrollments have been made in a model that estimates cost savings from closing academic units. When an academic unit is discontinued, existing or future students may elect to attend another university for access to the degree programs previously offered by the discontinued academic unit. In this case, there is a loss in revenue related to student fees. If existing or future students continue to attend the University, there will be a revenue source, but there will also be costs related to students enrolling in the remaining degree programs. If academic units can absorb the new student base as marginal enrollments, the revenue will continue with little increase in instructional costs. However, if the new enrollments are substantial, and depending on the academic program, the remaining academic units can incur significant new costs. For example, if former history majors now enroll in engineering because the history department was closed, this shift in enrollment would add significant new costs. Since it is impossible to model all combinations of revenue and costs associated with different patterns of enrollment shifts due to the closure of a program, the model simply assumes that overall shifting enrollments are cost and revenue neutral. In general, student fees do not cover all instructional costs incurred by the academic unit and this will be a future liability for the remaining academic units in which students may enroll.

The model does not include in its calculation any financial information related to external grants. The actual grant dollars are restricted and can be used only to support additional faculty obligations in the academic unit. However, external grants do generate additional General Operating funds through F&A cost recovery that can be used to support some functions described in the various cost tiers. Since the flow of the F&A costs from grants is different by schools and colleges and for the different campuses, it is impossible to estimate the impact of losing this source of General Operating funds on a department-by-department basis. Therefore, it is important to note that the estimates of cost savings in Table 2 recovered by program closure does not factor in the loss of revenue associated with the F&A cost recovery from external grants. The University would lose this additional revenue stream when closing the academic unit and terminating the faculty and staff associated with the unit.

Another source of income to the University that has not been factored into this analysis is gift income. Many gifts, particularly from alumni, often support the activities of specific academic units. The close linkage between alumni and an academic unit often provides an opportunity to structure a gift to the University. These opportunities will be lost with the closure of a host academic unit.

Based on these assumptions, and estimates of Tier 1 and Tier 2 costs associated with each academic unit, student fee revenue, and making corrections for the amount and type of service instruction provided by the academic units on all four campuses, the potential savings were calculated for the discontinuance of each academic unit. One outcome of this analysis is shown in Table 2.
Table 2:  Summary of Cost Savings for all Academic Units at the University of Missouri System

Summary of Tier 1 Cost Savings:

<table>
<thead>
<tr>
<th>Group</th>
<th>N</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Professional Academic Units:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>With Revenue Exceeding T1 Costs</td>
<td>32</td>
<td>24%</td>
</tr>
<tr>
<td>With T1 Costs Exceeding Revenue</td>
<td>101</td>
<td>76%</td>
</tr>
<tr>
<td>Professional Schools:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>With Revenue Exceeding T1 Costs</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>With T1 Costs Exceeding Revenue</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

Summary of Tier 1 and Tier 2 Cost Savings:

<table>
<thead>
<tr>
<th>Group</th>
<th>N</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Professional Academic Units:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>With Revenue Exceeding T1 &amp; T2 Costs</td>
<td>6</td>
<td>6%</td>
</tr>
<tr>
<td>With T1 &amp; T2 Costs Exceeding Revenue</td>
<td>125</td>
<td>94%</td>
</tr>
<tr>
<td>Professional Schools:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>With Revenue Exceeding T1 &amp; T2 Costs</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>With T1 &amp; T2 Costs Exceeding Revenue</td>
<td>8</td>
<td></td>
</tr>
</tbody>
</table>

Note: The smallest organizational level in which people, costs, and students can be directly attributed defines an academic unit. Professional Schools include Dentistry, Law (2), Medicine (2), Nursing, Optometry, and Pharmacy.

The closing of some academic units would not result in any savings to the University, which means that the revenue generated exceeds the academic cost of the unit. Thirty-two of the 141 (24%) academic units generate more revenue than Tier 1 costs (minimum estimate of costs) or six (6%) of the academic units generate more revenue than the sum of Tier 1 and 2 costs (maximum estimate of costs).

Table 3 displays the amount of cost savings in a frequency format for those academic units that would generate some cost savings if closed. Using Tier 1 costs (minimum cost estimate) less estimated service instruction, 60 non-professional academic units (59%) would generate less than $500,000 each if they were closed, or $11.5 million dollars in total. Using Tier 1 plus Tier 2 costs (maximum cost estimate), closing about the same proportion of non-professional academic units would generate about $44 million. Obviously, additional cost savings would be generated if higher cost units were closed.
Table 3: Distribution of Tier 1 and Tier 2 Savings, By Academic Unit

<table>
<thead>
<tr>
<th>Tier 1 Costs (Less Estimated Service)</th>
<th>N</th>
<th>Percent</th>
<th>Total Savings of Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Professional Academic Units:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$500,000 or Less</td>
<td>60</td>
<td>59%</td>
<td>11,459,215</td>
</tr>
<tr>
<td>$500,001 - $1,000,000</td>
<td>21</td>
<td>20%</td>
<td>15,395,212</td>
</tr>
<tr>
<td>$1,000,001 - $1,500,000</td>
<td>14</td>
<td>14%</td>
<td>16,792,405</td>
</tr>
<tr>
<td>$1,500,001 - $2,000,000</td>
<td>4</td>
<td>5%</td>
<td>7,102,010</td>
</tr>
<tr>
<td>More Than $2,000,000</td>
<td>2</td>
<td>2%</td>
<td>5,711,329</td>
</tr>
<tr>
<td>Total</td>
<td>101</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Schools:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less Than $5,000,000</td>
<td>5</td>
<td>63%</td>
<td>3,992,832</td>
</tr>
<tr>
<td>More Than $5,000,000</td>
<td>3</td>
<td>37%</td>
<td>34,044,486</td>
</tr>
<tr>
<td>Total</td>
<td>8</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tier 1 and Tier 2 Costs (Less Estimated Service)</th>
<th>N</th>
<th>Percent</th>
<th>Total Savings of Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Professional Academic Units:</td>
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<td></td>
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</tr>
<tr>
<td>$500,000 or Less</td>
<td>38</td>
<td>37%</td>
<td>9,969,120</td>
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<td>$500,001 - $1,000,000</td>
<td>34</td>
<td>32%</td>
<td>23,945,466</td>
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<tr>
<td>$1,000,001 - $1,500,000</td>
<td>23</td>
<td>23%</td>
<td>27,849,326</td>
</tr>
<tr>
<td>$1,500,001 - $2,000,000</td>
<td>12</td>
<td>12%</td>
<td>21,543,215</td>
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<tr>
<td>More Than $2,000,000</td>
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<td>18%</td>
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<tr>
<td>Total</td>
<td>125</td>
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<td>Professional Schools:</td>
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<td></td>
</tr>
<tr>
<td>Less Than $5,000,000</td>
<td>5</td>
<td>63%</td>
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<tr>
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<td>3</td>
<td>37%</td>
<td>45,677,642</td>
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<tr>
<td>Total</td>
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</table>

Note: Except with Professional Schools, excludes those academic units with revenues exceeding costs.

$40 Million Scenario

The University's core budget was reduced by 10% in FY 2003, which translates to roughly a $40 million reduction in State support. The University has already made adjustments in the FY 2003 budget to account for the withholdings received late in FY 2002 and the core reduction in FY 2003. The budget projections for the next several fiscal years are not any better for the University. At this time, these adjustments have not directly resulted in the closing of any academic units. Although the exercise outlined below to recover $40 million from program closure is hypothetical, for many the cost savings in excess of $40 million is a real possibility in order to fiscally sustain the University during the projected period of reduced State support.
Using a business approach and taking a financial perspective without consideration of the University’s public mission and uniqueness to the State, how many academic units would need to be scaled back or closed to reduce academic operating costs to reach budget equilibrium with a $40 million revenue shortfall? Based on either Tier I cost savings (minimum estimate of costs) less service costs or the sum of Tier 1 and Tier 2 costs (maximum estimate of costs), the University would need to close the three most expensive professional school programs to accumulate $40 million in cost savings.

As one moves from a financial perspective and considers issues related to public mission and program uniqueness, the number of academic programs that would need to be closed to accumulate $40 million in cost savings at the end of four years would increase dramatically. For example, one might exempt high cost professional programs from the analysis under the assumption that the University of Missouri has an unique obligation to deliver professional programs in the State. In a scenario that exempts professional programs, based on Tier I cost savings (minimum estimate of costs) less service costs, a minimum of 33 academic units need to be closed in order to accumulate $40 million in cost savings. Using the sum of Tier 1 and Tier 2 costs (maximum estimate of costs), a minimum of 11 academic units would need to be closed to accumulate $40 million in cost savings.

Similarly, one might suggest that other high cost programs should not be closed, such as engineering, journalism, and music, because of the uniqueness of these programs in the State. With these programs exempted, based on Tier I cost savings (minimum estimate of costs) less service costs, 84 of the existing academic units need to be closed in order to accumulate $40 million in cost savings. Using the sum of Tier 1 and Tier 2 costs (maximum estimate of costs), a minimum of 17 academic units would need to be closed to accumulate $40 million in cost savings.

This exercise demonstrates that either some unique and critical programs would have to be discontinued or a significant number of academic units would need to be closed in order to accommodate a $40 million core budget reduction. Using program closure as an exclusive means to reduce academic costs and respond to reductions in State support will devastate the University’s core operation of instruction, research and public service, which will severely restrict the capacity of the University to meet the educational and economic needs of the State.

Finally, when one weighs the direct and shared costs associated with all academic units against the loss of student revenue, the discontinuance of an individual or group of non-professional academic units does not generate much cost savings. If one is willing to close the library, sell campus buildings, discontinue general education, and offer very few degree programs; in other words, close the campus, significant costs can be recovered.

**Duplicated Programs and Academic Units**

One way to reduce the negative impacts of program closure is to eliminate duplicated programs, and more specifically, eliminate unnecessarily duplicated academic units. However, as recognized in the analysis, duplication should not be considered unnecessary if the same academic units on different campuses have high enrollments and provide a significant amount of service instruction to support the other academic units on campus.

Any duplicated academic units should be closely scrutinized even when the units have reasonable enrollments, but also have a high subsidy, produce little service instruction, and have low amounts of research and scholarship. Interestingly, the above analysis indicates that if the University closed the duplicated professional programs such as, medicine and law at UM-Kansas City, there would be no cost savings using Tier 1 costs, and less than $1.3 million each using the sum of Tier 1 and Tier 2 costs. In other words, the duplicated professional programs at UM-Kansas City do not fall into this category since their revenues are commensurate with their costs.
Section 2: Program Assessment and Viability at the University of Missouri

Although closing academic programs may not be the most effective budget-cutting tool, this does not in any way undermine its importance in the management of a campus degree program inventory. The discontinuance of programs or academic units that provide little service, generate low enrollments, receive substantial University subsidy, and are not central to the mission of the campus, can generate resources that can be redirected to support high priority academic areas. Given the current and future fiscal climate in the State, it is prudent that the University of Missouri plan its future programmatic growth through substitution and by expansion with available resources. Moreover, the current and projected State budget shortfalls will result in a reduced faculty workforce that, along with increased enrollments, will reshape the degree program inventory. Some programs and associated academic units will need to either be consolidated or eliminated.

Best Practices on Program Review

The primary purposes for conducting periodic reviews of academic programs are to assess each academic unit’s quality and effectiveness, to stimulate program planning and improvement, and to encourage the strategic development of an academic unit, in a manner that reflects the University’s priorities.

The program review process gives a department the opportunity to complete a self-assessment, provide information on its perceived strengths and weaknesses, evaluate previous departmental planning and change direction if deemed necessary. The review allows the department to determine if its strategic plan is aligned with the University’s mission and overall strategic plan of the institution.

Program reviews at higher education institutions have been shown to be important for the success of the institution. Some of the best practices include:

1. Direct involvement in the academic review process by senior campus administrators, such as the Provost and the Dean of the college.
2. Oversight of the program review by a campus committee containing both internal and external members. External members should be from either peer institutions or experts in the field.
3. Perception of the review process as an on-going strategic planning process, not primarily as a budget reduction measure, and as a regularly scheduled process for each academic unit every five to seven years.
4. Opportunities for improved communication among academic units, an appreciation of the University’s different academic components, increased external visibility and accountability with the governing board and appropriate State agencies, national peers, and unit alignment within the institutional strategic plan and the overall mission of the University.
5. A thorough self-study is part of the review process. This self-study should contain, but not be limited to the following:
   a. the strategic mission of the department and its relation to the college, campus, and University system strategic missions,
   b. a statement of the current status and future direction of the unit/program that includes a description of unique aspects and comparative advantages,
   c. an academic department/unit profile (e.g., including graduate and undergraduate enrollments, semester credit hours produced and faculty averages, number of full-time and part-time faculty and nature of appointments, degrees awarded, past and future enrollment trends, sources of revenue, etc.).
d. a candid assessment of the overall quality and reputation of the department/unit that includes evidence of the department/unit’s teaching, research and scholarship, and outreach efforts,

e. an assessment of the administrative structure and functions and their effectiveness.

6. Development of a summary report that includes a candid assessment of the department/unit’s strengths and weaknesses, observations regarding any progress made since the last review, an evaluation of the department/unit’s role in the strategic mission of the University, and recommendations for improvement.

7. Development of a feasible implementation plan. The plan includes recommendations for improvement, specific agreed-upon actions, timelines, suggestions for measuring the success of meeting these expectations, and a clear articulation of parties who are responsible for each of these actions.

8. Follow up in a year with an assessment of the progress the department is making on the implementation plan and on improvement.

The primary result of the program review should be to focus on the program’s strengths, weaknesses, opportunities, threats, and to compare the unit against the University’s strategic mission and planning processes, and define ways for the program to improve with the use of existing resources.

Internal Review of the Academic Program Review Process at the University of Missouri

The Office of the Vice President for Academic Affairs conducted an internal assessment of the processes used by the campuses for academic program review in February 2000. The resulting report included interviews with chief academic officers, deans, and department chairs. Although some academic units employed some of the best practices identified above, several themes inconsistent with best practices pervaded these discussions. These themes included:

1. Program reviews tended to be retrospective in nature and not focused on future planning.
2. The reviews tended to be non-participatory processes, and were often prepared only by the department chairs.
3. Reviews appeared to be done for “someone else”; consequently, there was little ownership by the department or the academic unit.
4. Many believed that the purpose of a program review was to “protect” the unit and not to provide the unit direction and purpose in the future.
5. Finally, the review process seemed redundant and little, if any, value was added as the review moved from the department, to the dean, to the chief academic officer, to the University System, and to the CBHE.

Multiple Purposes and Outcomes of Program Review

The purpose of a periodic review is to assess each academic unit’s quality and effectiveness, to stimulate program planning and improvement, and to encourage the strategic development in alignment with campus priorities. However, given that the campus manages its degree program inventory with limited resources, for some academic units, the appropriate discussion should be focused less on program improvement, but more on the unit’s future viability, return on investment of current academic costs, and contribution to the overall mission of the campus. In those cases, the program viability audit is a more appropriate review.

A program viability audit process should be separate and distinct from the traditional program review process, as the purposes of these two reviews are different. Traditional program reviews are designed as a summative evaluation of a program and to make recommendations for on-going and regular improvements with existing resources. A program’s frank disclosure of problems with diligent efforts to improve them should be viewed favorably, particularly if substantial progress has been initiated.
On the other hand, a program viability audit is designed to determine whether a program or an academic unit should be consolidated, merged with another unit, suspended, or in some cases, discontinued. The audit should focus on the cost margin of the academic unit (program costs and cost recovery through a number of sources, such as grant revenues, semester credit hours generated, gifts, etc.), its quality of programs, and its intrinsic importance and comparative advantage to the campus.

The discussions about possible program consolidation, merger, suspension, or discontinuance, tend to occur during lean fiscal periods as a means to cut operating costs. However, a regular, on-going process that identifies potential academic programs or units as candidates for a program viability audit should be in place to enable campuses to manage opportunity costs associated with continuing non-critical academic units and programs.

The Role of the University of Missouri System in the Program Review Process

Decisions about the degree program inventory must primarily be driven by discussions at the campus level and led by appropriate individuals on the campus. These individuals can best manage the limited fiscal and faculty resources to optimize the trade-off between programmatic capacity and quality. The role of the University System is to ensure that functional review processes are in place on each campus. Given that the State of Missouri through the CBHE mandates program reviews for all Missouri higher education institutions, the other role of the University of Missouri System is to coordinate the review process on the campuses with the CBHE.

Principles for the Revision of the Program Review Process

Recommendations for the revision of the current program review policy are based on the following principles:

1. There should be separate processes for a program assessment and a program viability audit.
2. The purpose of program assessment is to assess quality and effectiveness of an academic unit, and to promote program improvement through the strategic planning that reflects campus planning priorities.
3. The purpose of a program viability audit is to determine whether a program or academic unit should be modified, merged with another unit, suspended or discontinued.
4. A regular process should be developed to identify possible candidates for a program viability audit. Academic costs and revenue should be one factor employed in the identification process.
5. The leadership on the campuses can best manage the limited fiscal and faculty resources to optimize the trade-off between programmatic capacity and quality, and are in the best position to manage the program assessment process, identify candidates for a program viability audit, and make decisions concerning academic programs and units.
6. The role of the University System is to ensure that functional review processes are in place on each campus and provide support for a regular process to identify candidates for a program viability audit. The University of Missouri System should also coordinate the program assessment and viability audit processes on the campuses with the appropriate State agencies.

The proposed revision to the program review procedures is shown in Appendix 1.
Section 3: Instructional Capacity at the University of Missouri

The current and extended budget conditions are forcing the University to reduce the size of its faculty workforce even though the University will probably encounter record levels of increased student enrollments during the period. The co-existence of higher enrollments and a reduced faculty workforce necessitates an examination of the overall instructional capacity of the University of Missouri:

1. Does the University of Missouri have the instructional capacity to accommodate a reduction in faculty workforce during a period of increased enrollments?
2. Does the University need to revise its current workload policy?

Although it will eventually depend on the specific disciplines and academic areas most impacted by early retirements, the data do support the general conclusion that instructional capacity does exist at the institutional level, but varies by discipline, to accommodate projections in workforce reductions and increased student enrollments. This capacity can be tapped and better managed to support the mission of the University through a revision of the faculty workload policy.

The review of the workload policies at other higher education institutions revealed that some universities have not codified a faculty workload policy. The formal workload policies from other universities vary in type, and in the uniformity of their application to all faculty. These policies also differ in the focus of the decision for the instructional component of faculty workload (i.e., at a faculty or department level). The instructional component of the faculty workload policy for the University of Missouri is stated at a campus level.

Based on its review of workload policies from other institutions, the projected instructional gap due to a reduced faculty workforce and higher student enrollments, and the review of the current workload policy at the University of Missouri, the task force proposed a revised faculty workload policy based on the following principles:

1. The policy should not endorse a “cookie-cutter” approach for all faculty, but should provide the flexibility to allow faculty talents to be used differently to achieve the mission of the academic unit.
2. The workload policy must articulate the instructional expectations for faculty within a flexible framework to assign effort in teaching, research, and service.
3. All types of instruction, including off-campus, off-schedule, and independent study instruction should be considered as part of the instructional effort of a faculty member.
4. There should be a general recognition in a workload policy for the increased effort required to support a quality academic experience in larger classes.
5. Student credit hour production, as compared to the number of sections or number of section credits, needs to be acknowledged as an important academic cost factor to be balanced and managed at the unit level.
6. Accountability for the implementation of a workload policy, especially the assignment of instructional efforts of the faculty, should rest with the dean or unit director at the college and school level.

The task force proposes revisions to the current faculty workload policy for the University of Missouri (Collected Rules and Regulation 310.080) according to the principles above. In addition, the task force proposes that the University establish instructional waivers that will be issued by deans and comparable unit directors whenever a faculty member is to be assigned less than 12 section
Credits or 180 student credit hours for the academic year. The proposed revision to the faculty workload policy is shown in Appendix 2.

The implementation of the proposed workload policy does not necessitate an increase in the instructional workload for all faculty as an approach to address higher student enrollments with fewer faculty. Rather, the revised policy provides the means to best manage the instructional productivity within the context of the faculty members overall workload and institutional priorities, which includes research and scholarship, and service, all of which are important to the economic viability of the State. However, some faculty will need to teach more regardless of previous arrangements.
Section 4: Alternatives to Program Closure

The financial analysis on program closure demonstrated that the complete reliance on program closure to reduce costs would seriously jeopardize the public mission of the University of Missouri. Although exclusive use of closing academic programs may not be the most effective budget-cutting tool, it is critical that the University improve its processes to examine the viability of academic units to generate resources that can be redirected to support high priority, future growth areas.

If not by program closure, by what other means can the University reduce its academic operating costs? Below is a list of alternatives to reduce academic costs.

Unfunded Research Expenditures
The University of Missouri needs to examine the amount of General Operating funds used to support individual research projects as well as research centers. During these fiscal times, established research centers should be self-supporting through the generation of external funding. In addition, the University needs to scrutinize research projects with little or no F&A cost recovery and review its policies that permit a waiver of allowable F&A costs from Federal and State grants. As research funding increases, the University incurs additional financial obligations associated with conducting the research that is covered by the General Operating budget. With the increased costs associated with more research funding, and the reduction of the General Operating budget due to State budget cuts, it is even more critical that the University recovers a greater portion of F&A costs on a grant. Otherwise, the University will need to examine if it can afford to conduct the research. A 25% reduction in General Operating funds supporting research, and a 50% increase in the recovery of allowable F&A costs, either through a greater yield of allowable costs or through changing the mix of agencies funding the research would generate approximately $10 million in additional revenue, which could be equivalent to the cost savings associated with closing up to 60% of the non-professional academic units.

Salary Encumbrance on External Grants
Another option is to encourage faculty who receive external grants to budget a larger portion of salary covered by the grant, thereby reducing the fraction of salary encumbered by General Operating funds. Currently, almost nine percent of the salary of ranked faculty is covered by restricted funds generated by external grants. If the proportion would increase by an additional five percent, this would result in a cost savings of $7.8 million, which is equivalent to the cost savings associated with closing five professional academic units. This shift in the relative proportion of the salary encumbrance between General Operating funds and external grant funds is consistent with the fact that many faculty with external funding would be expected to generate less revenue through academic instruction.

Academic Administration
Academic administrative costs are also an integral part of the overall academic costs. As such, any increases in administrative costs in the academic units needs to be reviewed as part of an overall review of academic costs. If there was a 10% reduction in academic administrative costs, there would be a cost-savings of $3.4 million, which is equivalent to closing 21 non-professional academic units. Some costs associated with academic administration can be defrayed if the academic administrator generates research funding or student fee revenue through instruction. In many cases, an academic administrator is a tenured-faculty member who will return to and contribute to their home academic department if the administrative position was discontinued.
Financial Aid
The total funds devoted for scholarships and fellowships in FY 2001 was $105 million, of which $76 million (72%) was from General Operating funds. If the University reduced its reliance on General Operating funds to support financial aid from 72% to 50%, this would be a cost savings of $23 million, which could be equivalent to the cost savings of closing the colleges of Arts and Sciences at UM-Kansas City and UM-Rolla. The University has substantially raised fees in the past year, and should not reduce its overall financial aid awarded but support less with General Operating funds and more from private and endowed funds.

Instructional Productivity
The University can realize about $12 million in additional revenues with a 5% reduction in the faculty workforce coupled with a 5% increase in student enrollments (the faculty workforce can be reduced about 8.5 – 9% through early retirements, and current enrollment figures for the University System seem to be higher than 5%). This cost savings assumes an increase in instructional productivity for the remaining faculty to accommodate the greater number of students with increased student revenues. If the proposed revision in the faculty workload policy is fully implemented there would be capacity for an additional 3% increase in student enrollments with the no change in the number of faculty.

Twelve million dollars in cost savings realized from increases in instructional productivity would be equivalent to closing three colleges and schools of education within the University of Missouri System based on the program closure analysis. Clearly, improving instructional efficiency and productivity can support a full complement of programs yet cover a significant budget shortfall.

Program Merger or Consolidation
Cost savings realized through increases in instructional productivity are based on the assumption that faculty are interchangeable for the purposes of instruction, which, in general, may be difficult to achieve. However, a good vehicle to create instructional flexibility among the faculty is the merger or consolidation of similar academic units. A more flexible approach in the delivery of similar, but separate curricula, can promote the interchangeability of faculty and significantly reduce academic costs. Moreover, additional administrative cost savings may be realized when programs are consolidated or merged. Although the actual cost savings realized through the merger of different academic units is difficult to estimate because it depends on which units are being combined and the nature of the interaction between the units, combining academic units can create instructional flexibility to support the significant cost savings realized through instructional efficiencies.
Concluding Remarks

Although the University has responded to the immediate fiscal shortfalls, it is critical for the University to plan to operate under marginal fiscal conditions for some time. This report makes several recommendations on how to best manage academic costs during this lean fiscal period. For some, the incentive to fully explore the potential impact and ramifications of these recommendations will depend on “how much we need to cut.” Some would argue that a ten percent core budget cut should be accommodated by administrative efficiencies and staff reductions, while others would say that the academic side of the institution has been exempt from past budget cuts and “should take its turn” for this current round of budget cuts.

The fact of the matter is that the magnitude of the budget shortfall is the largest in recent history of the University, and both academic and administrative units will have to improve efficiencies and operate with fewer people. It is also important to remember that it is unlikely that a core budget request recommended by the State will include cost-to-continue (e.g., inflationary) increases. The financial planning assumptions for the University of Missouri System include provisions for a 4% increase in salaries and wages, which translates to roughly an additional $20 million that will need to be reallocated through cost savings in both academic and administrative areas. It is absolutely essential that we provide increases in salary and wages for many reasons, but especially when we may be asking fewer people to do more. Simply stated, the University community cannot escape making critical choices in managing its academic costs.

The University community may elect to operate with a “business as usual” mentality in the current fiscal environment. If so, the faculty workforce will need to be reduced through dramatic program closure. Program closure as an exclusive means to reduce academic costs will devastate the University’s core operation of instruction and research, change its public mission, and severely restrict the capacity of the University to meet the educational needs of the State. It will be both financially expensive and costly to the University mission to maintain the status quo in terms of methods of instruction, lock-step curricula, and independently operating academic units.

A related choice is to “privatize” to the extent that student fees are raised significantly to fully cover academic costs. Some suggest that this may be the trend for higher education in the State and nation. However, we must recognize that this is a mission-changing choice.

Another choice is to strive to create the capacity with a reduced workforce to deliver a high quality, full complement of degree programs indicative of a public, land-grant institution. To achieve this, the faculty will need to entertain flexibility in their curricula, the sharing of faculty expertise from similar disciplines, and differentially deploying their talents in teaching, research, and service. The challenge will be for the University, during lean fiscal periods, to deliver quality instruction in new and innovative ways, sustain its research enterprise, and provide service, all with fewer faculty, to a greater number of students, offering a comprehensive degree program inventory of an institution with a land-grant mission.

The Task Force on the Reduction of Academic Costs explored a variety of choices to sustain the mission of the University during a projected period of budget shortfalls. The choices included in the report are not meant to be exhaustive, and the task force recognizes that there are other viable approaches to reduce academic costs. The purpose of the task force report, with its analyses of the advantages and disadvantages of various approaches to reduce academic costs and by its recommended changes in the faculty workload and program review policies, is to engage the University community in critical discussions that lead to specific actions to deal with budgetary shortfalls.
Appendix 1: Program Assessment and Viability Audit

Executive Guideline No. xx

20.0xx Program Assessment and Viability Audit

1. PROGRAM ASSESSMENT

Each department, center, and institute will undergo a cyclic process of assessment for the purpose of improving the quality of the educational opportunities provided by the academic unit. The assessment will include any degree programs offered by the department. The department faculty should assess the processes developed through its planning efforts to improve student learning, to enhance the impact of its research and scholarship on the discipline, and to link its service activities with the needs of the campus, discipline, and the community. The assessment should also determine if the planning at the academic unit is aligned with the campus strategic plan.

a. The campus determines the procedures and format of the program assessment.
b. The Office of the Vice President for Academic Affairs will provide coordination with the program review process of the CBHE. The Office of the Vice President for Academic Affairs will provide summary reports to the CBHE according to a mutually agreeable five-year cycle for each degree program. The summary report submitted to the CBHE must contain the following summary information:
   i. Name of the degree program and name of the department responsible for administering the degree;
   ii. Statement concerning program mission;
   iii. Distinguishing characteristics of the program;
   iv. Trends in student enrollments and degree completions;
   v. Scholarship activity and public service.
c. The Office of the Vice President for Academic Affairs will examine, on a rotating basis, the assessment process on each campus according to established best practices. Each campus process will be examined once every four years.

2. PROGRAM VIABILITY AUDIT

The management of the degree program inventory will at times require the elimination or consolidation of degree programs and associated academic units in order to optimally direct limited faculty and other resources to meet the dynamic educational needs of students in Missouri. The purpose of a program viability audit is to determine if a selected degree program or academic unit should be, modified, consolidated with another degree program and/or academic unit, suspended, or discontinued. The Chancellor or her or his designee will determine which programs or academic units should undergo a program viability audit.

a. PROCEDURES TO IDENTIFY CANDIDATES FOR A PROGRAM VIABILITY AUDIT
   i. The Office of the Vice President for Academic Affairs will generate an annual report on academic costs and revenues, enrollment trends, degree completion rates, percentage of service courses, and relationship between institutional and external support for research and scholarship. Based on the academic profiles derived from the annual report, the Office of the Vice President for Academic Affairs will generate a list of academic programs or departments that are potential candidates for a program viability audit.
ii. The list will be submitted to the Chancellor and reviewed in relation to other quality and centrality indicators. The Chancellor may elect to add other degree programs to be reviewed based on other criteria, including the outcome of a program assessment.

iii. The Chancellor will notify the Vice President for Academic Affairs which degree programs and associated academic units were selected to participate in a program viability audit.

b. PROCEDURES TO CONDUCT A PROGRAM VIABILITY AUDIT
   i. A standing committee on each campus will conduct a Program Viability Audit. The Program Viability Audit (PVA) committee will include representation from academic administration, faculty, and the Office of the Vice President for Academic Affairs (ex-officio). Each campus will determine the specific membership.

   ii. The charge of the PVA committee will be to review the academic profile of the programs and academic units selected for an audit, compile and review other pertinent and related information and make recommendations to the Chancellor and the chief academic officer concerning the program and/or academic unit under review.

   iii. The PVA committee should examine, but is not limited to, the following criteria during a viability audit of an academic unit:
       1) Quality of faculty and students;
       2) Outcomes of instruction, research, and outreach activities;
       3) Student demand and State need for the affected programs;
       4) Centrality to the mission of the campus and the University of Missouri;
       5) Comparative advantages or uniqueness of the program;
       6) The adequacy of resources to support the program and other financial considerations.

   iv. If there are significant changes, the PVA committee may recommend to the Chancellor that the program or academic unit should be placed on probationary status for a fixed time period with an outcome-based improvement plan, modified, consolidated with another program, suspended, or discontinued. Cooperative programs with other campuses should be explored as part of the recommendation to the Chancellor.

   v. A program or academic unit under suspension will not admit any new students, but will continue to provide instruction to students who are already enrolled in the program. The program will automatically be discontinued if it is suspended for more than five years.

   vi. Based on the review and recommendations of the PVA committee, the Chancellor makes the final decision on the actions taken concerning the affected degree program and/or academic unit. The Chancellor will report the actions to the Office of the Vice President for Academic Affairs.

   vii. The Office of the Vice President for Academic Affairs will submit to the President an annual report on the list of potential candidates for program viability audit, the list of candidates selected by the Chancellor for the program viability audit, and the final disposition for each affected program for each campus.
Appendix 2: Proposed Revision in Faculty Workload Policy at the University of Missouri

FACULTY WORKLOAD POLICY (PROPOSED)

310.080 REGULAR FACULTY WORKLOAD POLICY

A. In consultation with the faculty member, the department chair or unit director, with the approval of the Dean will determine faculty assignments and distribution of effort across teaching, research and service for each regular faculty member. The department chair should determine the distribution of faculty effort so as to best deploy the talents of the collective faculty to attain the instructional, research and scholarship, service, and clinical objectives of the academic unit. The distribution of effort for tenure-track faculty members during their probationary period should be commensurate with the departmental, college, and campus standards for tenure and promotion. The annual compilation of activities in relation to the distribution of effort will provide the basis for the annual review of a faculty member.

B. The instructional component of a typical distribution of effort on average includes the assignment as primary instructor for 18 section credits or the generation of 270 student credit hours per academic year (i.e., Fall and Spring semesters). Excluding instruction that is considered extra compensation, all forms of instruction, including off-campus, off-schedule, and independent study courses, should be included in the calculation of instructional productivity. Faculty whose workload emphasizes research and scholarship or service may teach fewer than 18 section credits or generate less than 270 student credit hours. Faculty with an instructional emphasis would be expected to teach more section credits or a higher number of student credit hours to meet the instructional needs of the academic unit. With the approval of the chief academic officer of the campus, the Dean will determine the instructional workload for a faculty member with administrative duties. Professional schools should modify the instructional benchmarks depending on the currency used to monitor clinical instruction and clinical supervision.

C. No regular faculty member can be assigned fewer than 12 section credits or less than 180 student credit hours per academic year without being issued an instructional waiver, which requires the approval of the appropriate Dean or unit director. Examples of reasons to grant an instructional waiver would include the additional obligations incurred by a faculty member through a funded project, a research or developmental leave, the assignment of special duties that would constitute 50% or more effort, the advisement of a large number of doctoral and master's students, or appropriate personal or medical reasons.

D. Statistical reports on instructional productivity of regular faculty will be compiled on an annual basis for each college and school. The report will include the number of instructional waivers issued and an analysis of the rationale provided for granting the waiver during the academic year. The reports on faculty instructional productivity will be shared with the Chancellor and the President.
General Faculty Ballot
Tuesday, May 7, 2002

Public Occasions Committee (Vote for three)

11 Curt Elmore  39 Joel Kramme
43 Nick Knight  29 Neil Book
52 Nancy Hubing

Publications Committee (Vote for three)

11 Mike Whitworth  23 Heather Gepford
29 Julie Galloway  33 Tsegai Isaac
38 Ralph Llori  25 Venkat Allada

Rules, Procedures and Agenda Committee (Vote for two)

36 Jeff Cawlfield  10 Richard Bullock
33 Jerry Cohen  15 Kris Swenson
9 D.J. Belarbi  25 James Drallmeier

Student Awards and Financial Aids Committee (Vote for one)

6 Jerry Tien  11 Ron Kohser
11 Diana Ahmad  8 Melanie Mormile
5 Tony Ammeter  6 Kurt Kosbar
14 Stephanie Fitch

Student Scholastic Appeals Committee (Vote for two)

5 Norbert Maerz  24 Larry Grayson
37 Jim Bogan  17 Pat Huber
20 Tony Liapis  14 Badrul Chowdhury

U-Wide Tenure (Vote for one; highest votes-member; second highest-alternate)

43 Ann Miller  20 Don Sharpsteen
Concluding, the conversation ended with the Executive Director refusing my request to put any parts of the discussion in writing, but made assurances to “look into the matter with the Commission.” The Executive Director also stated that regardless of these concerns, maintenance staff were too busy to note the time and name they entered units. The Executive Director also stated that the Housing Authority was not required to do so, and would not so because they were not required to do so. The Meeting then concluded on other matters (which will be addressed in different correspondence).

It is my sincere belief that these matters will be taken seriously and action will be taken. Tenants should be protected, and have the knowledge that there are policies and procedures in place to protect their property, their liberty, their dignity and their privacy.

Thank you for your time.

Sincerely,

[Signature]

William R. “Rob” Bowling
1440 Forum Dr., Apt. 213
Rolla, MO 65401
573-426-2431
E-Mail: robbkcmo@fidnet.com

cc Lawrence George, Chairman, Board of Commissioners
Please select members from your department for the following committee:

Tenure (1 year term)

1. Dagal, Cihan
2. Myers, Don (alternate)

Please return these selections to the Academic Council office at 309 Harris Hall as soon as possible.

Thank you for your time and cooperation,

Lahne
Please select a member from your department for the following committee:

Computer Policy (1 year term)

1. [Signature]

Please return these selections to the Academic Council office at 309 Harris Hall as soon as possible.

Thank you for your time and cooperation,

Lahne
TO: Lenn Koederitz  
   Jay Gregg  
   Ron Kohser  
   Ron Fannin  
   Doug Ludlow  
   William Schonberg  
   Henry Wiebe  
   Paula Lutz  
   Dan St. Clair  
   Nick Knight  
   Wayne Bledsoe  
   Leon Hall  
   Richard Miller  
   Paul Parris  
   Robert Montgomery  

FROM: Don Myers, RP&A Committee Chair  

SUBJECT: Committee Selections  

DATE: April 24, 2002  

It is time for your department to select members for the following committees:

Tenure (1 year term)  
1. [Name]  
2. [Name] (alternate)  

Grievance Hearing Panel nominee (3 year term)  
1. [Name]  

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
ACADEMIC COUNCIL

TO: Department Chairs
FROM: Don Myers, RP&A Committee Chair
SUBJECT: Committee Selections
DATE: April 24, 2002

It is time for your department to select members for the following committees:

Computer Policy (3 year term)
1. _______Anuj Gupta______________________________

Tenure (1 year term)
1. _______Daopu Numbere______________________________
2. _______Jeff Cawsfeld______________________________ (alternate)

Grievance Hearing Panel nominee (3 year term)
1. _______Mike Whitworth______________________________

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
The metallurgical engineering department has selected the following individuals for the Academic Council Committees:

Tenure: Mark Schlesinger; Joe Newkirk (alternate)
Grievance Hearing Panel: Kent Peaslee

Ron Kohser
Professor & Chair
Department of Metallurgical Engineering
University of Missouri-Rolla
Rolla, MO 65409
Tel: 573-341-4734
Fax: 573-341-6934
E-mail: rkohtser@umr.edu
ACADEMIC COUNCIL

TO:        Lenn Koederitz  
            Jay Gregg  
            Ron Kohser  
            Ron Fannin  
            Doug Ludlow – CHEMICAL ENGINEERING  
            William Schonberg  
            Henry Wiebe  
            Paula Lutz  
            Dan St. Clair  
            Nick Knight  
            Wayne Bledsoe  
            Leon Hall  
            Richard Miller  
            Paul Parris  
            Robert Montgomery

FROM:    Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE:  April 24, 2002

It is time for your department to select members for the following committees:

Tenure (1 year term)
1. ___X B Reed, Jr.______________________________
2. ___Daniel Forciniti_______________________________ (alternate)

Grievance Hearing Panel nominee (3 year term)
1. ___Neil Book______________________________

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Dept.</th>
<th>Mailing Address</th>
<th>E-Mail Address</th>
<th>Tel. #</th>
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<tr>
<td>K Chapman</td>
<td></td>
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<tr>
<td>Christina Madrid</td>
<td>Co-Chair</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Cranmer</td>
<td>Panhellenic Council</td>
<td>204 E. 12th St</td>
<td>cranmer</td>
<td>368-5468</td>
</tr>
<tr>
<td>Brandt Mohr</td>
<td>KF</td>
<td>P.O. Box 66</td>
<td>brandt</td>
<td>741-1548</td>
</tr>
<tr>
<td>L.J. George</td>
<td>AAF</td>
<td>312 18th Ave</td>
<td></td>
<td>341-6374</td>
</tr>
<tr>
<td>Jacoby</td>
<td>SHAPE</td>
<td>104 E. 14th St</td>
<td>jacobj</td>
<td>264-3402</td>
</tr>
<tr>
<td>Jeff Lutes</td>
<td>TEC</td>
<td>P.O. Box 66</td>
<td>jules</td>
<td>368-4178</td>
</tr>
<tr>
<td>Joseph B Johnson</td>
<td>Dining</td>
<td>201 W. 12th Ave</td>
<td>ljohnson</td>
<td>368-3986</td>
</tr>
<tr>
<td>Marisa McGregor</td>
<td>Panhellenic</td>
<td>204 E. 12th St</td>
<td>magregor</td>
<td>364-6163</td>
</tr>
<tr>
<td>Chip Crossman</td>
<td>KA</td>
<td>PO Box 1607</td>
<td>crossman</td>
<td>368-5323</td>
</tr>
<tr>
<td>Toni Kight</td>
<td>MFS</td>
<td>107 Monroe Ave</td>
<td></td>
<td>361-6407</td>
</tr>
</tbody>
</table>
Please note the committee selections from Computer Science.
To whom do we send the Computer Policy Committee name?
Thanks..Dan St. Clair

>FROM: Don Myers, RP&A Committee Chair
>SUBJECT: Committee Selections
>DATE: April 24, 2002

>It is time for your department to select members for the following committees:
>Tenure (1 year term)
>1. Bruce McMillin
>2. Fikret Ercal (alternate)
>Grievance Hearing Panel nominee (3 year term)
>1. Chaman Sabharwal

---------------------------
Daniel C. St. Clair
Professor & Chair
Computer Science Department
University of Missouri-Rolla
Rolla, MO 65409-0350
Phone: (573) 341-6352
Fax: (573) 341-4501
<table>
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<tr>
<th>Name</th>
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<th>Mailing Address</th>
<th>E-Mail Address</th>
<th>Tel. #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karen Chapman</td>
<td>Staff Council</td>
<td>105 CSF</td>
<td><a href="mailto:kchapman@umr.edu">kchapman@umr.edu</a></td>
<td>6314</td>
</tr>
<tr>
<td>Andrew Carage</td>
<td>Public Relations Office</td>
<td>105 CSF</td>
<td><a href="mailto:acarage@umr.edu">acarage@umr.edu</a></td>
<td>4328</td>
</tr>
<tr>
<td>Sarah Vehige</td>
<td>Student Council</td>
<td></td>
<td><a href="mailto:svehige@umr.edu">svehige@umr.edu</a></td>
<td>4280</td>
</tr>
<tr>
<td>Lawrence C.</td>
<td>George Abraham Lincoln Action</td>
<td>105 CSF</td>
<td></td>
<td>6314</td>
</tr>
<tr>
<td>Tony Scott</td>
<td>MESP</td>
<td></td>
<td><a href="mailto:tscott@umr.edu">tscott@umr.edu</a></td>
<td>4750</td>
</tr>
<tr>
<td>Tony</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Christina</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
ACADEMIC COUNCIL

TO: Lenn Koederitz
    Jay Gregg
    Ron Kohser
    Ron Fannin
    Doug Ludlow
    William Schonberg
    Henry Wiebe
    Paula Lutz
    Dan St. Clair
    Nick Knight
    Leon Bledsoe
    Richard Miller
    Paul Parris
    Robert Montgomery

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE: April 24, 2002

It is time for your department to select members for the following committees:

Tenure (1 year term)
1. W. T. Ingram
2. Leon Hall (alternate)

Grievance Hearing Panel nominee (3 year term)
1. ____________________________

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
TO: Lenn Koederitz
    Jay Gregg
    Ron Kohser
    Ron Fannin
    Doug Ludlow
    William Schonberg
    Henry Wiebe
    Paula Lutz
    Dan St. Clair
    Nick Knight
    Wayne Bledsoe
    Leon Hall
    Richard Miller
    Paul Parris
    Robert Montgomery

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE: April 24, 2002

It is time for your department to select members for the following committees:

Tenure (1 year term)
1. __________
2. __________ (alternate)

Grievance Hearing Panel nominee (3 year term)
1. __________

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
TO: 

Lenn Koederitz  
Jay Gregg  
Ron Kohser  
Ron Fannin  
Doug Ludlow  
William Schonberg  
Henry Wiebe  
Paula Lutz  
Dan St. Clair  
Nick Knight  
Wayne Bledsoe  
Leon Hall  
Richard Miller  
Paul Parris  
Robert Montgomery

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE: April 24, 2002

It is time for your department to select members for the following committees:

Tenure (1 year term)
1. ____________________________
   Roger Brown
2. ____________________________ (alternate)
   Ron Frank

Grievance Hearing Panel nominee (3 year term)
1. ____________________________________
   Tonye Numberne

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
TO:                  Lenn Koederitz
                      Jay Gregg
                      Ron Koehler
                      Ron Fannin
                      Doug Ludlow
                      William Schonberg
                      Henry Wiebe
                      Paula Lutz
                      Dan St. Clair
                      Nick Knight
                      Wayne Bledsoe
                      Leon Hall
                      Richard Miller
                      Paul Parris
                      Robert Montgomery

FROM:                Don Myers, RP&A Committee Chair

SUBJECT:             Committee Selections

DATE:                April 24, 2002

It is time for your department to select members for the following committees:

Tenure (1 year term)
1. David Ageby
2. Douglas Carroll (alternate)

Grievance Hearing Panel nominee (3 year term)
1. Douglas Carroll

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
TO: Lenn Koederitz  
Jay Gregg  
Ron Kohser  
Ron Fannin  
Doug Ludlow  
William Schonberg  
Henry Wiebe  
Paula Lutz  
Dan St. Clair  
Nick Knight  
Wayne Bledsoe  
Leon Hall  
Richard Miller  

FROM: Don Myers, RP&A Committee Chair  

SUBJECT: Committee Selections  

DATE: April 24, 2002  

Below please note Physics Dept. Rep.'s to the following:  

It is time for your department to select members for the following committees:  

Tenure (1 year term)  
1. Robert DeBois  
2. Allan Pringle (alternate)  

Grievance Hearing Panel nominee (3 year term)  
1. Massimo Bertino  

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
ACADEMIC COUNCIL

TO: Lenn Koederitz
    Jay Gregg
    Ron Kohser
    Ron Fannin
    Doug Ludlow
    William Schonberg
    Henry Wiebe
    Paula Lutz
    Dan St. Clair
    Nick Knight
    Wayne Bledsoe
    Leon Hall
    Richard Miller
    Paul Parris
    Robert Montgomery

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE: April 24, 2002

It is time for your department to select members for the following committees:

**ENGLISH DEPARTMENT**
Tenure (1 year term)
1. Larry Vonacht
2. Gene Dong (alternate)

Grievance Hearing Panel nominee (3 year term)
1. Nick Knight

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.

309 Harris Hall * 1870 Miner Circle * Rolla, MO 65409
Phone: (573) 341-4972 * e-mail: lanhle@umr.edu
TO: Richard Brow, Larry Grayson, Arvind Kumar, Keith Stanek, Ashok Midha
   Ekk Sinn, Greg Gelles

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE: April 24, 2002

It is time for your department to select members for the following committees:

MECHANICAL & AEROSPACE ENGINEERING & ENGINEERING MECHANICS

Computer Policy (3 year term)
1. A. L. Crosbie

Tenure (1 year term)
1. D. J. Alofs
2. H. J. Sauer, Jr. (alternate)

Grievance Hearing Panel nominee (3 year term)
1. Lokesh Dharani

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
Hi Lahne,

I need to talk to you on Monday about the nominations, etc., for the General Faculty meeting on Tuesday.

I hope it was a GREAT weekend!

Regards,

Don

-----Original Message-----
From: Palar, Laci
Sent: Friday, May 03, 2002 10:55 AM
To: Myers, Donald Dean
Cc: Kumar, Arvind S.
Subject: Academic Council Committee Selections

The Nuclear Engineering department has selected faculty members to serve on the following committees:

Computer Policy
1. Dr. Gary Mueller

Tenure
1. Dr. Gary Mueller
2. Dr. Nicholas Tsoultanidis (alternate)

Grievance Hearing Panel nominee
1. Dr. Heather Gepford

Laci Palar
Administrative Assistant
Nuclear Engineering Department
University of Missouri-Rolla
222 Fulton Hall, Rolla, MO 65409
E-mail: palarl@umr.edu
Phone: 573.341.4720
Fax: 573.341.6309
ACADEMIC COUNCIL

TO: Richard Brow
   Larry Grayson
   Arvind Kumar
   Keith Stanek
   Ashok Midha
   Ekk Sinn
   Greg Gelles

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE: April 24, 2002

It is time for your department to select members for the following committees:

Computer Policy (3 year term)
1. Michael Davis

Tenure (1 year term)
1. Eun Sa Park
2. (alternate)

Grievance Hearing Panel nominee (3 year term)
1. Richard Bryant

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
TO: Don Madison, Graduate Faculty Chair

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Committee Selections

DATE: April 24, 2002

It is time for the Graduate Faculty to select members for the following committees:

Budgetary Affairs (2 year term)
1. Matt Insall

Personnel (2 year term)
1. S. N. Balakrishnan

Please return these selections to the Academic Council office at 309 Harris Hall by Friday, May 24, 2002. I greatly appreciate your time and cooperation.
Hi Arlan,

Thanks for the nominations!

Have a GREAT evening!

Regards,

Don

-----Original Message-----
From: Dekock, Arlan R.
Sent: Wednesday, May 01, 2002 2:14 PM
To: Myers, Donald Dean
Cc: Kluczny, Raymond Michael; Hall, Richard H.; Fitch, Stephanie L.
Subject: Committee Elections

Don, the School of M&IS would like to make the following 'limited' nominations:

Admissions/Academic Standards - Stephanie Fitch
Computer Policy - Ray Kluczny
Curricula - Richard Hall
Promotion and Tenure Review - Ray Kluczny
Student Awards/Financial Aids - Stephanie Fitch

Thanks you.

Arlan DeKock
Dean, School of Management and
Information Systems
101 Fulton Hall
University of Missouri - Rolla
573.341.4184
573.341.4812 Fax
MEMORANDUM TO:  Don Myers, RP&A Committee Chair
                Academic Council

FROM:  Carol Ann Smith
        Chair, 2001-2002 CAS Agenda & Nominating Committee

RE:  College Elections for 2002-2003 Committees

The faculty of the College of Arts and Sciences have elected the following representatives for the 2002/2003 Academic Council Faculty Committees:

- Academic Assessment: Janet Zepernick
- Academic Freedom: Gene Doty
- Admissions & Academic Standards: Tseggai Isaac
- Budgetary Affairs: Liz Cummins, Greg Gelles
- Curricula: Kris Swenson
- Facilities Planning: John Schmitt
- Honorary Degrees: Ron Olson
- Library & Learning Resources: Dave Westenberg
- Parking, Security & Traffic: Diana Ahmad
- Personnel: Alan Pringle
- Student Conduct: Bob Dubois

The ballot for the Promotion & Tenure Committee election was flawed. Larry Gragg should have been noted as the current representative with term expiring next year and should not have been listed as a nominee. I apologize for the confusion. We will elect our open P&T committee member early in the fall. Elections for the College Agenda and Nominating Committee will also be held in the fall.

Cas:bjp

xc: Gary Thomas, Chancellor
    Y.T. Shah, Provost
    CAS Dept. Chairs
    Lahne Black, Academic Council staff
The election results for Academic Council Committees for representatives from the SM&M are as follows:

(SM&M chairs please notify the winners!)

- **Academic Assessment**: Tsoulfanidis
- **Academic freedom**: Schlesinger
- **Admi. & Acad. Standards**: Miller
- **Budgetary affairs**: Golosinski
- **Curricula**: Dunn-Norman
- **Facilities planning**: Schwartz
- **Honorary degrees**: Kohser
- **Library & learning resources**: Mueller
- **Parking security & traffic**: Rogers
- **Personnel**: Golosinski
- **Promotion and tenure**: Van Aken

Nicholas Tsoulfanidis  
Professor and Associate Dean  
Editor of Nuclear Technology

tsoul@umr.edu  
Tel: 573-341 4745  
FAX: 573-341 4192
(7) **Special Meetings** — Special Meetings are called upon the request of the President of the University; of the Chancellor; of the President of the Academic Council; and, by written petition of five (5) percent of the members of the Academic Council.

(a) All special meetings shall be called within ten (10) school days after the request is presented to the President of the Academic Council.

(b) Only topics designated in the call for a special meeting may be discussed or acted upon at said meeting.

c. **Delegation of Authority**

(1) Since the authority of the Academic Council is delegated to it by the General Faculty, it is subject to over-rule by the General Faculty.

(2) All authority delegated by the Academic Council to committees or individuals is subject to revocation by the Academic Council.

(3) Standing Committees of the General Faculty shall report to the Academic Council at regular meetings upon one week's notification by the President or President-Elect of the Council.

5. **Standing Committees:**

a. Standing Committees report to and through the Academic Council unless otherwise provided. These committees formulate and recommend actions and policies in the assigned area of each. Authority to act is limited to the specific functions for which this power is delegated in the following sections of these Bylaws or the functions prescribed by the Board of Curators in their Rules and Regulations.

b. When deemed appropriate by the Chancellor, by the General Faculty, or by the Academic Council reports of Standing Committees shall be distributed to all members of the General Faculty. Each Standing Committee prepares an annual report to be made available to all faculty members.

c. A faculty member serves on no more than two Standing Committees at the same time. All full-time students in good standing are eligible to serve on committees.

d. Whenever possible, Standing Committees shall organize prior to September 1 and be responsible for their duties from September 1 through August 31 of the following year.

e. The Chancellor may appoint one non-voting member to any Standing Committee, for a one-year term.
6. Faculty Standing Committees

a. Academic Assessment Committee

(1) This committee is responsible for reviewing and recommending to the Academic Council policies related to assessment of educational outcomes. It will serve as the Funding for Results Committee.

(2) The committee consists of eleven members; two faculty members elected from and by each school, two students selected by the Student Council, the Vice Chancellor of Academic Affairs or designated representative, one member appointed by the Chancellor, and the President-Elect of the Academic Council. The elected faculty members serve a two-year term with one half elected each year.

b. Academic Freedom Committee

(1) This committee is concerned with the academic freedom of faculty. The committee shall upon request conduct hearings on cases of alleged violations of academic freedom.

(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.

c. Admissions and Academic Standards Committee

(1) This committee promotes academic excellence. It recommends and reviews policies concerning requirements for admission, graduation, and academic standards.

(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.

d. Athletic Committee

(1) This committee is concerned with overall intercollegiate activities, including the granting of athletic awards and approval of intercollegiate athletic schedules.

(2) The committee consists of six faculty members of professorial rank, three full-time students, one of whom shall be a member of the Student Affairs committee, and two alumni members. Ex officio non-voting members may be appointed by the Chancellor. The faculty and student members shall be selected in the manner specified by the Chancellor, and the alumni members shall be appointed by the Chancellor from recommendations of the Alumni Association.
c. Budgetary Affairs Committee

(1) This committee makes recommendations to the Academic Council and the Chancellor on matters concerning budgetary affairs. It studies the University budget, keeps informed of its preparation and status, and consults with and advises the Chancellor on all matters pertaining to budgetary affairs.

(2) 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, one student chosen by the Student Council, and one administrative member appointed by the Chancellor. Elected members serve for two-year term, one half elected each year.

f. Campus Safety Committee

(1) The principal responsibility of this committee is to advise the Vice Chancellor for Administrative Services and Academic Council on matters pertaining to the Safety Program on Campus.

(2) The membership of the committee shall be determined by the Chancellor and shall include two faculty members from each School/College; two students, at least one of whom is an undergraduate student; two members of the staff; and a representative from Occupational Health and Safety Services. The Chairperson shall be appointed by the Chancellor; the Occupational Health and Safety Services representative serves as Secretary.

g. Computer Policy Committee

(1) This committee advises the Vice Chancellor for Academic Affairs and assists the Director of the Computer Center in the formulation and implementation of policies regarding computer activities on campus. These policies include advising on the procurement of equipment and use of computer facilities on campus.

(2) The committee consists of one member elected from each academic department desiring representation, two students selected by the Student Council, and one graduate student selected by the Council of Graduate Students. The Vice Chancellor for Academic Affairs, the Vice Chancellor for Administrative Services and the Director of the Computer Center serve as ex officio members. Faculty members serve for a three-year term with approximately one third of the membership elected each year. Subcommittees may be formed by the committee to assist in timely decision making.

h. Curricula Committee

(1) This committee acts as advisor and coordinator in regard to curricula proposals and all course offerings. Proposals for curricula and course changes shall be submitted to the Curricula Committee via the Dean of the School or College. The Dean's
Curricula

recommendations shall be submitted with the proposal. Within two weeks after receipt of the proposal, the Curricula Committee shall distribute copies to all departments. Counter proposals submitted to the committee by the school or college representative of the concerned department should be considered when the original proposals are discussed. The decision of the committee shall be forwarded to the Academic Council.

(2) The committee consists of one faculty member elected from and by the Academic Council, one elected from and by each school and college, one member elected by the Curricula Committee of the Graduate Council, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one half elected each year.

i. Facilities Planning Committee

(1) This committee studies and makes recommendations to the Academic Council and the Chancellor concerning policies and priorities for physical facilities, including buildings, equipment, and land acquisition and use.

(2) The committee shall consist of three faculty members elected from and by the Academic Council; one elected from and by each school and college; one administrative member appointed by the Chancellor; two students selected by the Student Council, and one graduate student selected by the Council of Graduate Students. Faculty members shall serve for a two-year term with approximately one half selected each year.

j. Grievance Hearing Panel

(1) This panel is concerned with the fair and equitable resolutions of faculty grievances with the University. It functions according to the principles stated in the Faculty Grievance Procedures 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.

(2) This panel consists of thirty faculty members, fifteen selected by the Academic Council and fifteen appointed by the Chancellor. Members will serve a three-year term. One third of the panel will be chosen by the Academic Council and the Chancellor each year.

k. Honorary Degrees Committee

(1) This committee reviews recommendations from the faculty for Honorary Degrees and submits its selection to the Board of Curators after a three-fourths vote of approval of the General Faculty. These recommendations with supporting information must be submitted to the committee chairman. Only these persons thus recommended shall be considered by the committee. All recommendations shall be held in strict confidence, and public announcements will be made only by the Board of Curators or its representatives.
The committee consists of the Vice Chancellor for Academic Affairs, Provost as Chair and one member elected from and by each school and college. Elected committee members serve one-year terms.

I. Library and Learning Resources Committee

(1) This committee makes recommendations to the Academic Council and appropriate administrative officials with respect to the administration of the Library and Learning Resources facilities and on rules governing use by students, faculty, and others. It shall consider all problems concerning the operation of the Library and its facilities.

(2) 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 Council of Graduate Students and one undergraduate student to be selected by the Student Council and the Director of Library and Learning Resources.

m. Parking, Security and Traffic Committee

(1) The committee makes recommendations to the Academic Council on policy pertaining to parking, security, and traffic. It functions according to the principles stated in the Board of Curators' description of the UMR Traffic Regulations. It oversees application of rules and regulations concerning parking and traffic.

(2) The committee shall be composed of three faculty members elected from each school or college for a two-year term with one half being elected each year, two undergraduate students selected by the Student Council, one graduate student selected by the Council of Graduate Students, one member selected by Staff Council, and the Director of the Physical Plant. Student terms shall be for one year. The Director of the University Police shall be a member ex officio. Two additional committee members may be appointed by the Chancellor. The Chancellor shall designate one of the committee members as chairperson.

n. Personnel Committee

(1) This committee recommends to the Academic Council general policies on the conditions of appointment, employment and retirement of faculty and administrative officers.

(2) 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, one member selected by the Staff Council, and one administrative member appointed by the Chancellor. Elected members serve a two-year term with approximately one half elected each year.
o. Public Occasions Committee

(1) This committee makes general plans for University-sponsored assemblies, programs and public occasions such as University Day, Parents Day, Homecoming, and Commencement. It recommends policy for faculty and student programs, guest speakers and ad hoc events. The committee may appoint special subcommittees and delegate its responsibilities in order to assure appropriate preparation and execution of these activities. It also supervises a calendar of events for the campus.

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

p. Publications Committee

(1) This committee is to recommend policy for external publications bearing the UMR imprimatur. This includes but is not limited to assuring the quality of material published.

(2) The committee consists of six faculty members elected from and by the General Faculty and an administrator appointed by the Chancellor.

Faculty committee members serve a two-year term, one half elected each year.

q. Rules, Procedures and Agenda Committee

(1) This committee oversees the application of these Bylaws and any Rules and Regulations of bodies established by them. It may investigate and make recommendations on procedure to the Academic Council. It may also prepare drafts for amending the Bylaws.

(2) The committee is responsible for the conduct and supervision of Academic Council and General Faculty elections. It shall receive nominations from the faculty for elections, adding, but not deleting, names as necessary to provide candidates for all offices and committees and shall obtain the consent of all nominees.

(3) It is the responsibility of this committee to prepare the agenda for Academic Council meetings and to assist the Vice Chairman of the General Faculty in the preparation of the agenda for General Faculty meetings.

(4) The committee consists of one faculty member from each school or college, elected from and by the Academic Council; two from and by the General Faculty; the Past President, the President, President-Elect, Secretary, and Parliamentarian of the Academic Council; one graduate student selected by the Council of Graduate Students; and one student selected by the Student Council. Elected faculty members serve a two-year term with approximately one-half elected each year.
r. Student Affairs Committee

(1) This committee makes recommendations to the Academic Council regarding relationships between students and UMR, including, but not limited to, the following: student-teacher relationships; student-administration relationships; scheduling of classes and examinations; budgeting and distribution of funds paid by students for student activities; rules and regulations pertaining to student housing, health and services for students, University counseling services, departmental advisement practices; rules and regulations pertaining to student organizations, including recognition and discipline of student organizations; operations of the University Center; student publications; and civil rights of all students. The committee may appoint subcommittees and delegate its responsibility to them. Members of such subcommittees need not be members of the Academic Council or the Student Affairs Committee.

(2) The committee consists of ten members; three elected from the Academic Council, one of whom shall be a student; five students selected by the Student Council; one student selected by the Council of Graduate Students; and one non-voting administrative member appointed by the Chancellor. Faculty members serve a two-year term with one to be elected each year.

s. Student Awards and Financial Aids Committee

(1) This committee recommends policies regarding the administration of student awards and financial aids, including loans and scholarships, consistent with specifications of the respective donors and grantors. It shall be the duty of the committee to consider and rule on appeals that may be submitted by students regarding awards and financial aids.

(2) The committee consists of three faculty members elected from and by the Academic Council, two faculty elected from and by the General Faculty, two undergraduates selected by the Student Council, one graduate student selected by the Council of Graduate Students, the Vice Chancellor for Academic Affairs/Provost, the Director of Student Financial Aid, and such other appointees as the Chancellor names. All members have voice and vote when considering new or revised policy. When considering student appeals, only the elected faculty members, the Vice Chancellor of Academic Affairs/Provost and the Director of Student Financial Aid have voice and vote. At the request of the appealing student, the undergraduate members--for an undergraduate--or graduate student member--for graduate students--may participate with voice and vote. Faculty are elected for two-year terms, students are selected annually.

t. Student Conduct Committee

(1) This committee rules on questions of interpretation of the "University of Missouri Rules of Procedure in Student Disciplinary Matters." It may also make recommendations
Student Conduct

on policies to the Board of Curators through the Academic Council. Decisions of this committee on disciplinary matters shall be reported to the Academic Council.

(2) The committee consists of members as prescribed by the Board of Curators. All members of the committee shall have the same voting privileges and responsibilities. Faculty members serve two-year terms with approximately one half elected each year.

u. Student Scholastic Appeals Committee

(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, scholastic deficiencies and evaluation of credit and transfer of credits, grades and honor points from other campuses to UMR. It serves as an appeal board for cases of students on scholastic probation who are involved in the activities of organizations.

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

v. Tenure Committee

(1) This committee is concerned with the tenure rights of faculty. It functions according to the principles stated in 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. It serves as the hearing committee for cases of research dishonesty.

(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.

(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 chairperson, and other persons who devote a substantial portion of their time to administrative duties shall not be eligible for membership on the committee.

(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.

w. Tuition and Residence Committee

(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.

(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 Chairperson.

Special Committees

a. Special Committees may be authorized 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 General Faculty.

b. When deemed appropriate by the Chancellor, by the General Faculty, or by the Academic Council reports of Special Committees shall be distributed to all members of the General Faculty. Each Special Committee prepares an annual report to be made available to all faculty members.

c. Whenever possible, Special Committees shall organized prior to September 1 and be responsible for their duties from September 1 through August 31 of the following year.

E. STUDENT REGULATIONS

1. The Student Council is the recognized spokesman for the undergraduate students to the Faculty, and the Council of Graduate Students of the University of Missouri-Rolla for the graduate students.

2. Rules and disciplinary regulations which apply to students and the "University of Missouri Rules of Procedure in Student Disciplinary Matters" shall be printed in the "Manual of Information" and distributed to all students.

3. Student Participation in Academic Governance
TO: Gary Thomas, Chancellor

SUBJECT: Academic Council Committee Appointments

DATE: May 30, 2002

It is time to appoint representatives to a number of campus committees. In addition, you may appoint one non-voting member to any Standing Committee for a one-year term. New committee members will begin serving their terms in September.

Academic Assessment (2 year term)
1. 
2. Y.T. Shah, Provost

Admissions and Academic Standards (2 year term)
1. __________________________ (Administrative)

Athletic
1. __________________________ (Professorial Rank Faculty)
2. __________________________ (Professorial Rank Faculty)
3. __________________________ (Professorial Rank Faculty)
4. __________________________ (Professorial Rank Faculty)
5. __________________________ (Professorial Rank Faculty)
6. __________________________ (Professorial Rank Faculty)
7. __________________________ (Alumni member)
8. __________________________ (Alumni member)
9. __________________________ (Student)
10. __________________________ (Student)
11. __________________________ (Student)
General Faculty Ballot
Tuesday, May 7, 2002

Public Occasions Committee (Vote for three)

_____ Curt Elmore
_____ Nick Knight
_____ Nancy Hubing

_____ John Hogan
_____ Joel Kramme
_____ Neil Book

Publications Committee (Vote for three)

_____ Mike Whitworth
_____ Julie Galloway
_____ Ralph Flori

_____ Heather Gepford
_____ Tseggai Isaac
_____ Venkat Allada

Rules, Procedures and Agenda Committee (Vote for two)

_____ Jeff Cawlfield
_____ Jerry Cohen
_____ D.J. Belarbi

_____ Richard Bullock
_____ Kris Swenson
_____ James Drallmeier

Student Awards and Financial Aids Committee (Vote for one)

_____ Jerry Tien
_____ Diana Ahmad
_____ Tony Ammeter
_____ Stephanie Fitch

_____ Ron Kohser
_____ Melanie Mormile
_____ Kurt Kosbar

Student Scholastic Appeals Committee (Vote for two)

_____ Norbert Maerz
_____ Jim Bogan
_____ Tony Liapis

_____ Larry Grayson
_____ Pat Huber
_____ Badrul Chowdhury

U-Wide Tenure (Vote for one; highest votes-member; second highest-alternate)

_____ Ann Miller
_____ Don Sharpsteen
General Faculty Ballot
Tuesday, May 7, 2002

Public Occasions Committee (Vote for three)

___ Curt Elmore
___ Nick Knight
___ Nancy Hubing

___ John Hogan
___ Joel Kramme
___ Neil Book

Publications Committee (Vote for three)

___ Mike Whitworth
___ Julie Galloway
___ Ralph Flori

___ Heather Gepford
___ Tseggai Isaac
___ Venkat Allada

Rules, Procedures and Agenda Committee (Vote for two)

___ Jeff Cawlfld
___ Jerry Cohen
___ D.J. Belarbi

___ Richard Bullock
___ Kris Swenson
___ James Drallmeier

Student Awards and Financial Aids Committee (Vote for one)

___ Jerry Tien
___ Diana Ahmad
___ Tony Ammeter
___ Stephanie Fitch

___ Ron Kohser
___ Melanie Mormile
___ Kurt Kosbar

Student Scholastic Appeals Committee (Vote for two)

___ Norbert Maerz
___ Jim Bogan
___ Tony Liapis

___ Larry Grayson
___ Pat Huber
___ Badrul Chowdhury

U-Wide Tenure (Vote for one; highest votes-member; second highest-alternate)

___ Ann Miller
___ Don Sharpsteen
Honorary Degrees
1. Y.T. Shah, Provost

Parking, Security and Traffic (2 year term)
1. 
2. 

Personnel (2 year term)
1. 

Public Occasions (2 year term)
1. 

Publications (2 year term)
1. 

Student Affairs (2 year term)
1. 

Student Awards and Financial Aids (2 year term)
1. Y.T. Shah, Provost
2. “Such other appointees as the Chancellor names.”

Student Conduct (2 year term)
1. “As prescribed by the Board of Curators.”

Tuition and Residence
Please designate a committee chair.
1. 
2. 
3. 
4. 
5. 
6. 

Please designate a committee chair.
General Faculty Ballot
Tuesday, May 7, 2002

Public Occasions Committee (Vote for three)

_____ Curt Elmore
_____ Nick Knight
_____ Nancy Hubing

_____ John Hogan
_____ Joel Kramme
_____ Neil Book

Publications Committee (Vote for three)

_____ Mike Whitworth
_____ Julie Galloway
_____ Ralph Flori

_____ Heather Gepford
_____ Tseggai Isaac
_____ Venkat Allada

Rules, Procedures and Agenda Committee (Vote for two)

_____ Jeff Cawlfield
_____ Jerry Cohen
_____ D.J. Belarbi

_____ Richard Bullock
_____ Kris Swenson
_____ James Drallmeier

Student Awards and Financial Aids Committee (Vote for one)

_____ Jerry Tien
_____ Diana Ahmad
_____ Tony Ammeter
_____ Stephanie Fitch

_____ Ron Kohser
_____ Melanie Mormile
_____ Kurt Kosbar

Student Scholastic Appeals Committee (Vote for two)

_____ Norbert Maerz
_____ Jim Bogan
_____ Tony Liapis

_____ Larry Grayson
_____ Pat Huber
_____ Badrul Chowdhury

U-Wide Tenure (Vote for one; highest votes-member; second highest-alternate)

_____ Ann Miller
_____ Don Sharpsteen
Please return these selections to the Academic Council office at 309 Harris Hall by Friday, August 2. I greatly appreciate your time and cooperation.
ACADEMIC COUNCIL COMMITTEES CHARGES ARE STATED IN THE UMR BY-LAWS

**D.6.a. ACADEMIC ASSESSMENT**

<table>
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<th>Term</th>
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<tbody>
<tr>
<td>Nisbett, J. Keith</td>
<td>Mc &amp; Ae Eng &amp; Eng Mc</td>
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<td>2003</td>
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<td>English</td>
<td>Arts &amp; Sciences</td>
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<td>Ge &amp; Pet Eng</td>
<td>Mines &amp; Metallurgy</td>
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<td>Engineering</td>
<td>2000</td>
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<td>Wilkerson, Ralph W.</td>
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<td>A.C. (President)</td>
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<td>Shah, Y. T.</td>
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<td>Katsourides, Katherine</td>
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<td>Patel, Ketan</td>
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**D.6.b. ACADEMIC FREEDOM**

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**D.6.c. ADMISSIONS AND ACADEMIC STANDARDS**

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**D.6.d. ATHLETIC COMMITTEE**

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**D.6.e. BUDGETARY AFFAIRS**

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### *D.6.f. CAMPUS SAFETY COMMITTEE*

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<td>McCoy, Phyllis</td>
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<td>Nelson, Steve</td>
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### *D.6.g. COMPUTER POLICY*

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</tr>
<tr>
<td>Bieniek, Ron</td>
<td>Physics</td>
<td>A.C. Faculty</td>
<td>2003</td>
</tr>
<tr>
<td>Balakrishnan, S.N.</td>
<td>Mc &amp; Ae &amp; Eng Mc</td>
<td>A.C. Faculty</td>
<td>2003</td>
</tr>
<tr>
<td>Shah, Y.T.</td>
<td>Provost</td>
<td>Administration</td>
<td>2003</td>
</tr>
<tr>
<td>Whites, Robert W.</td>
<td>Student Financial Aid</td>
<td>Administration</td>
<td>2002</td>
</tr>
<tr>
<td>Campbell, Phil</td>
<td>Development Fund</td>
<td>Administration</td>
<td>2002</td>
</tr>
<tr>
<td>Goff, Jay</td>
<td>Dean, Enrollment Mgt</td>
<td>Administration</td>
<td>2002</td>
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<tr>
<td>Egbert, Dave</td>
<td>Student Representative</td>
<td>Student Council</td>
<td>2002</td>
</tr>
<tr>
<td>Miles, Mike</td>
<td>Student Representative</td>
<td>Student Council</td>
<td>2002</td>
</tr>
<tr>
<td>Sudhakara, Raghu</td>
<td>Graduate Student Rep</td>
<td>Grad Student Council</td>
<td>2002</td>
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</tbody>
</table>
## D.6.t. STUDENT CONDUCT COMMITTEE

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Term</th>
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<tbody>
<tr>
<td>Kirgan, Mary</td>
<td>Math &amp; Stat</td>
<td>2002</td>
</tr>
<tr>
<td>Finaish, F.</td>
<td>Mechanical Eng</td>
<td>2002</td>
</tr>
<tr>
<td>Oglesby, David</td>
<td>Basic Eng</td>
<td>2002</td>
</tr>
<tr>
<td>Numbere, Daopu</td>
<td>Geological &amp; Petroleum Eng</td>
<td>2003</td>
</tr>
<tr>
<td>O'Keefe, Matt</td>
<td>Metallurgical Eng</td>
<td>2003</td>
</tr>
<tr>
<td>Woodfin, John</td>
<td>Phil &amp; Liberal Arts</td>
<td>2003</td>
</tr>
<tr>
<td>Hubing, Nancy</td>
<td>Basic Eng</td>
<td>2003</td>
</tr>
<tr>
<td>Doty, Gene</td>
<td>English</td>
<td>2003</td>
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<tr>
<td>Ogrosky, Wendell (non/vote)</td>
<td>Student Affairs</td>
<td>2002</td>
</tr>
<tr>
<td>Khan, Irma</td>
<td>Student Council</td>
<td>2002</td>
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<td>Volk, Kevin</td>
<td>Student Council</td>
<td>2002</td>
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<tr>
<td>Ice, Heath</td>
<td>Student Council</td>
<td>2002</td>
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<tr>
<td>Pankau, Elizabeth</td>
<td>Student Council</td>
<td>2002</td>
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<tr>
<td>Tba</td>
<td>Graduate Student Council</td>
<td>2002</td>
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<tr>
<td>Tba</td>
<td>Graduate Student Council</td>
<td>2002</td>
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</table>

## D.6.u. STUDENT SCHOLASTIC APPEALS

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
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<th>Term</th>
</tr>
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<tbody>
<tr>
<td>Smith, Carol Ann</td>
<td>Phil &amp; Liberal Arts</td>
<td>General Faculty</td>
<td>2002</td>
</tr>
<tr>
<td>Raper, Steve</td>
<td>Eng Management</td>
<td>General Faculty</td>
<td>2002</td>
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<tr>
<td>Nystrom, Hal</td>
<td>Eng Management</td>
<td>A.C. Faculty</td>
<td>2003</td>
</tr>
<tr>
<td>Mullin, Mark</td>
<td>Physical Education</td>
<td>A.C. Faculty</td>
<td>2003</td>
</tr>
<tr>
<td>Hall, Richard</td>
<td>Psychology</td>
<td>A.C. Faculty</td>
<td>2003</td>
</tr>
<tr>
<td>Brown, Anthony</td>
<td>Student Rep</td>
<td>Student Council</td>
<td>2002</td>
</tr>
<tr>
<td>Wilson, Ryan</td>
<td>Student Rep</td>
<td>Student Council</td>
<td>2002</td>
</tr>
<tr>
<td>Tba</td>
<td>Graduate Student Rep</td>
<td>Graduate Student Council</td>
<td>2002</td>
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</tbody>
</table>

## D.6.v. TENURE

<table>
<thead>
<tr>
<th>Member</th>
<th>Affiliation</th>
<th>Alternate</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>E Reed, X.B.</td>
<td>Chemical Eng</td>
<td>Forciniti, Daniel</td>
<td>2002</td>
</tr>
<tr>
<td>A. Cohen, Jerry</td>
<td>Philosophy &amp; Liberal Arts</td>
<td>Bogan, Jim</td>
<td>2002</td>
</tr>
<tr>
<td>A. Sharpsteen, Don</td>
<td>Psychology</td>
<td>Montgomery, Robert</td>
<td>2002</td>
</tr>
<tr>
<td>Num Numbere, Daopu</td>
<td>Ge &amp; Pe Eng</td>
<td>Koederitz, Leonard</td>
<td>2002</td>
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<tr>
<td>M. Rahaman, Len</td>
<td>Ceramic Eng</td>
<td>No alternate</td>
<td>2002</td>
</tr>
<tr>
<td>E. Oglesby, David</td>
<td>Basic Eng</td>
<td>Davis, Robert L.</td>
<td>2002</td>
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<tr>
<td>A. Ercal, Nuran</td>
<td>Chemistry</td>
<td>Leventis, Nicholas</td>
<td>2002</td>
</tr>
<tr>
<td>Tba</td>
<td>Geo &amp; Geop</td>
<td>TBA</td>
<td>2002</td>
</tr>
<tr>
<td>A. Souflanidis, Nick</td>
<td>Nuclear Eng</td>
<td>Edwards, D. Ray</td>
<td>2002</td>
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<tr>
<td>A. Summers, David</td>
<td>Mining Eng</td>
<td>No alternate</td>
<td>2002</td>
</tr>
<tr>
<td>A. Madison, Don</td>
<td>Physics</td>
<td>Hagen, Don</td>
<td>2002</td>
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</table>
### UNIVERSITY-WIDE TENURE

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Term</th>
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</thead>
<tbody>
<tr>
<td>Ingram, Tom</td>
<td>Member</td>
<td>Dec. 2001</td>
</tr>
<tr>
<td>Carlson, Gordon</td>
<td>Alternate</td>
<td>Dec. 2001</td>
</tr>
<tr>
<td>Davis, Robert</td>
<td>Member</td>
<td>Dec. 2002</td>
</tr>
<tr>
<td>Cohen, Jerry</td>
<td>Alternate</td>
<td>Dec. 2002</td>
</tr>
</tbody>
</table>

### *D.6.w. TUITION AND RESIDENCE*

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lamar, Andrew</td>
<td>Financial Services</td>
<td>2002</td>
</tr>
<tr>
<td>Stoll, Laura (Chair)</td>
<td>Registrar</td>
<td>2002</td>
</tr>
<tr>
<td>Hamilton, Dee</td>
<td>Student Financial Aid</td>
<td>2002</td>
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<tr>
<td>Zepernick, Janet</td>
<td>Arts &amp; Sciences</td>
<td>2002</td>
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<td>Ramsay, Chris</td>
<td>Mines &amp; Metallurgy</td>
<td>2002</td>
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<td>Sitton, Oliver</td>
<td>Engineering</td>
<td>2002</td>
</tr>
</tbody>
</table>
TO: R.J. Agee, Student Council President

FROM: Don Myers, RP&A Committee Chair

SUBJECT: Representation on Academic Council Committees

DATE: April 24, 2002

Undergraduate students are represented on a number of Academic Council Committees. In each case, terms are for one year. The following includes a list of these committees and the number of representatives permitted:

Academic Council:
1. Ryan Wilson
2. Daniel Anderson
3. Nicole McBride
4. Mark Ebel
5. Jessica Vitello

Academic Assessment Committee:
1. Valeria Day
2. James Henken

Athletics Committee:
1. Jessica Vitello
2. Mark Ebel
One Student Council representative on the Athletics committee must also serve on the Student Affairs Committee (as one of your five representatives.)

Budgetary Affairs Committee:
1. Ryan Wilson

Computer Policy Committee:
1. Jeff Brooker
2. Nolan Lawrence

Facilities Planning Committee:
  1. Julia Rosemann
  2. Andy Copeland

Library and Learning Resources Committee:
  1. Robert Riess

Parking, Security and Traffic Committee:
  1. Ryan Wilson
  2. Daniel Anderson

Public Occasions Committee:
  1. Nathan Carlson
  2. Henry Suter
  3. Glenn Lloyd

Rules, Procedure and Agenda Committee:
  1. Ryan Wilson

Student Affairs Committee:
  1. Ryan Wilson
  2. R.J. Agee
  3. Mike Miles
  4. Mark Ebel
  5. Elizabeth Pankau

In addition, another student, who serves on the Academic Council, will be elected to serve on the Student Affairs Committee. You might want to let me know which of your Academic Council representatives wishes to stand for this election.
  1. Daniel Anderson

Student Awards and Financial Aids Committee:
  1. Mark Ebel
  2. Kevin Volk

Student Conduct Committee:
  1. Andrew Draker
  2. Nicole McBride
  3. Matt Wilkerson
  4. Asha Rao
Student Scholastic Appeals Committee:
1. Stephen Hoffman
2. Scott Massengale

Please identify your representatives (include an email address and telephone number for each representative) and return to 309 Harris Hall by Monday, June 3. I greatly appreciate your time and cooperation in this matter. If you have any questions, please contact the Academic Council Assistant at 341-4972.
Student Council Officers 2002-2003 (stuco@umr.edu)

President
R.J. Agee (ragee@umr.edu)
Vice-President External Affairs
Ryan Wilson (rcwilson@umr.edu)
Vice-President Internal Affairs
Mike Miles (mwmiles@umr.edu)
Treasurer
Mark Ebel (mebel@umr.edu)
Recorder
Elizabeth Pankau (epankau@umr.edu)

Student Council Committees 2002-2003

City Council Representative
Matt Wilkerson (wilker@umr.edu)
Campus Improvements
Chair: Julia Rosemann (jcr26e@umr.edu)
Asst: Andy Copeland (acope@umr.edu)
University Relations
Chair: Daniel Anderson (dsa@umr.edu)
Asst: Nicole McBride (nmcbride@umr.edu)
Student Services
Chair: Jessica Vitello (jvitello@umr.edu)
Asst: Henry Suter (hs7r5@umr.edu)
Web Team
Chair: Jeff Brooker (jfb4cc@umr.edu)
Asst: Nolan Lawrence (lawrence@umr.edu)
Intercultural Relations
Chair: Glenn Lloyd (gdl972@umr.edu)
Asst: Christian Lee (christic@umr.edu)
Parent-Alumni Relations
Chair: Robert Riess (riess@umr.edu)
Asst: Scott Massengale (nsmass@umr.edu)
St. Pat's
Derek Buchheit (dbuch@umr.edu)
Public Relations
Chair: Nathan Carlson (nwc4h9@umr.edu)
Asst: Valerie Day (vday@umr.edu)
Cor: Asha Rao (asha@umr.edu)
External Funding
Chair: Kevin Volk (kvolk@umr.edu)
Asst: Stephen Hoffman (sjh5a0@umr.edu)
SAFB
Chair: Andrew Draker(adraker@umr.edu)
Asst: Mike Franco (franco@umr.edu)
Exec-at-Large
James Henken (henken@umr.edu)
Brandon Wieschhaus (bwish@umr.edu)
TO: Prem Lobo, Council of Graduate Students President
FROM: Don Myers, RP&A Committee Chair
SUBJECT: Representation on Academic Council Committees
DATE: April 24, 2002

Graduate students are represented on a number of Academic Council Committees. In each case, terms are for one year. The following includes a list of these committees and the number of representatives permitted:

Academic Council:
1. Carmen Duda - cduda@umr.edu
   Prem Lobo - plobo@umr.edu

Athletics Committee:
1. __________________________

Computer Policy Committee:
1. Jared Hudd - jhudd@umr.edu

Facilities Planning Committee:
1. Carmen Duda - cduda@umr.edu

Library and Learning Resources Committee:
1. Doyle Majes - rmajes@umr.edu

Parking, Security and Traffic Committee:
1. Hwu Wuo - hwu@umr.edu

Public Occasions Committee:
1. __________________________
Rules, Procedure and Agenda Committee:
1. Lobo Prem prem@umr.edu

Student Affairs Committee:
1. Justin Sutherland justins@umr.edu

Student Awards and Financial Aids Committee:
1. 

Student Conduct Committee:
1. Ritesh Jain rjain@umr.edu
2. 

Student Scholastic Appeals Committee:
1. Arindom Roy roy@umr.edu

Please identify your representatives (include an email address and telephone number for each representative) and return to 309 Harris Hall by Monday, June 3. I greatly appreciate your time and cooperation in this matter. If you have any questions, please contact the Academic Council Assistant at 341-4972.
Deb and Lahne, I'm still working on these.

Academic Assessment
Y..T. Shah

Admissions and Acad. Standards
Y.T. Shah

Campus Safety
Melanie Mormile A&S Rep
Kate Drowne A&S Rep
Steve Nelson Occup. Health & Safety Rep

Computer Policy
Y.T. Shah

Curricula
Y.T.Shah Adm. Rep

Facilities Planning
Marvin Patton Adm. Rep

Honorary Degrees
Y.T.Shah (Chair)

Parking, Security and Traffic
Steve Malott Adm. Rep

Personnel
Phyllis McCoy Adm. Rep

Public Occasions
Lindsey Bagnall Adm. Rep
Mark Potrafka

Publications
Rebecca Frisbee Adm. Rep

Student Affairs
Mark Potrafka Adm. Rep

Student Awards & Fin. Aid
Y.T. Shah
Robert Whites
Phil Campbell
Jay Goff
Academic Assessment (2 year term)
1. 
2. Y.T. Shah, Provost

Admissions and Academic Standards (2 year term)
1. 

Athletic
1. 
2. 
3. 
4. 
5. 
6. 
7. 
8. 
9. Jessica Vitello (Student Council)
10. Mark Ebel (Student Council)
11. (Graduate Student Council)

May appoint ex-officio non-voting members

Budgetary Affairs (2 year term)
1. 

Campus Safety
Please designate a Committee Chair.
1. 
2. 
3. 
4. 
5. Mormile
6. Drame
7. 
8. 
9. 
10. 
11. 
12. 
13. Nelson

(Administraive)

(Professorial Rank Faculty)

(Professorial Rank Faculty)

(Professorial Rank Faculty)

(Professorial Rank Faculty)

(Professorial Rank Faculty)

(Alumni member)

(Alumni member)

(Student Council)

(Graduate Student Council)

(Administrative)

(School of Engineering)

(School of Engineering)

(School of Mines & Met)

(School of Mines & Met)

(College of A&S)

(College of A&S)

(School of M&IS)

(School of M&IS)

(University Student)

(Student)

(Staff Member)

(Staff Member)

(OH&S, Secretary)
Computer Policy (3 year term)
1. Y.T. Shah, Provost

Curricula (2 year term)
1. Sjah (Administrative)

Facilities Planning (2 year term)
1. Hanson (Administrative)

Grievance Hearing Panel (3 year term)
1. 
2. 
3. 
4. 
5. 

Honorary Degrees
1. Y.T. Shah, Provost

Parking, Security and Traffic (2 year term)
1. Malott
2. 

Personnel (2 year term)
1. McCoy (Administrative)

Public Occasions (2 year term)
1. Gagnall (Administrative)
2. Pokrka (ex-off)

Publications (2 year term)
1. Fruebee (Administrator)
Student Affairs (2 year term)
1. ___________ (Non-voting Administrator)

Student Awards and Financial Aids (2 year term)
1. Y.T. Shah, Provost
2. "Such other appointees as the Chancellor names."  
   ___________________  ___________________  ___________________
   (V-wwt,-<Jl Go:{..{2

Student Conduct (2 year term)
1. "As prescribed by the Board of Curators."

Tuition and Residence

Please designate a committee chair.

1. __________________________ (Faculty)
2. __________________________ (Faculty)
3. __________________________ (Faculty)
4. __________________________ (Administrative)
5. __________________________ (Administrative)
6. __________________________ (Administrative)
INTEROFFICE MEMORANDUM
UNIVERSITY OF MISSOURI-ROLLA
Office of the Chancellor

TO: Paula Lutz, Chair (Dean, College of Arts & Sciences)
    John Woodfin (Representative, Arts & Sciences-Theatre)
    Don Miller (Representative, Arts & Sciences-Music)
    Walter Eversman (Representative, Engineering)
    Nick Tsoulfanidis (Representative, Mines and Metallurgy)
    Maggie Morrison (Representative, University Advancement)
    Rebecca Frisbee (Representative, Publications)
    Barbara Griffin (Representative, Leach Theater)
    Paul Mitchell (Representative, Student Activities)
    Peter Dubois (Representative, Student Union Board)
    Jessica Vitello (Representative, Student Council)
    Sue Arnold (Representative, Rolla Community, 2001-04)
    Kittie Robertson (Representative, Rolla Community, 2001-04)
    Leila Thomas (Representative, Salem Community, 2001-04)
    Sherry Kutz (Representative, Waynesville Community, 2002-05)
    Paula Antwerp (Representative, Fort Leonard Wood Community, 2002-05)
    Mary Lou Castelman (Representative, St. James Community, 2001-04)
    Barb Palmer (Staff to the Committee)

FROM: Gary Thomas
       Chancellor

DATE: August 15, 2002

RE: Advisory Committee for the Campus Performing Arts Series – 2002-2003

I would like to officially invite you to serve as members of the Advisory Committee for the Campus Performing Arts Series for 2002-2003. This committee recommends to the Chancellor outstanding performances by individuals and groups for the purpose of enriching the educational experience of the students and to provide appropriate opportunities for enjoying the arts by the faculty and staff. The committee will also be responsible for seeing that the approved programs are implemented.

The responsibility for the administration of the Campus Performing Arts series is assigned to the Dean of the College of Arts and Sciences who will also serve as committee chair. Committee members will be appointed annually with the exception of the schools/college representatives and community representatives who will have three-year terms.

Please accept my appreciation for your efforts to bring outstanding performances to the campus for the enjoyment of not only the campus community, but also the local and area communities as well.

GT:chg

cc: Academic Council Office
    Jinny Ryle
Budgetary Affairs (2 year term)
1. __________________________________________ (Administrative)

Campus Safety
Please designate a Committee Chair.
1. __________________________________________ (School of Engineering)
2. __________________________________________ (School of Engineering)
3. __________________________________________ (School of Mines & Met)
4. __________________________________________ (School of Mines & Met)
5. __________________________________________ (College of A&S)
6. __________________________________________ (College of A&S)
7. __________________________________________ (School of M&IS)
8. __________________________________________ (School of M&IS)
9. __________________________________________ (Student)
10. ________________________________________ (Student) Undergraduate
11. ________________________________________ (Staff Member)
12. ________________________________________ (Staff Member)
13. ________________________________________ (Representative from Occupational Health & Safety to serve as Committee Secretary)

Computer Policy (3 year term)
1. Y. T. Shah, Provost

Curricula (2 year term)
1. __________________________________________ (Administrative)

Facilities Planning (2 year term)
1. __________________________________________ (Administrative)

Grievance Hearing Panel (3 year term)
1. __________________________________________
2. __________________________________________
3. __________________________________________
4. __________________________________________
5. __________________________________________