



UNIVERSITY OF MINNESOTA

University Senate Consultative Committee  
N307 Elliott Hall  
75 East River Road  
Minneapolis, Minnesota 55455  
Telephone: (612)626-1850

SENATE CONSULTATIVE COMMITTEE MEETING  
AND  
DISCUSSION WITH PRESIDENT KELLER

April 30, 1987  
12:30 - 2:15  
Regents Room, Morrill Hall

AGENDA

FOR ACTION:

- 12:30 1. Approval of minutes of April 2 (attached).
- 12:30-12:35 (5) 2. Approval of all available faculty and student nominations and appointments to Senate and Assembly committees. (See faculty names sent with April 2 agenda.)
3. Approval of Senate agenda for May 14 (attached: agenda plus texts of following items):
- 12:35-12:45 (10) A. Ellingboe resolution on CIA recruitment (sent with April 16 agenda).
- 12:45-12:50 (5) B. SCEP motion to approve the report on Minority Programs under CTF (attached).
- 12:50-1:10 (20) C. FCC motion proposed for full SCC acceptance to amend and augment the 1980 Senate Search Committee Guidelines (attached).
- 1:10-1:15 (5) D. SCC annual report (to be sent Monday).
- 1:15-1:20 (5) 4. Approval of AIDS Task Force membership (attached).

FOR INFORMATION:

- 1:20-1:30 (10) 5. Chairs' reports.
6. SCC and FCC meeting schedules for remainder of the year (attached).

Over...

7. SCEP motion proposal for Senate Committee on Information Systems (attached: motion proposal and excerpt from SCEP minutes).

1:30-2:15  
(45)

FOR DISCUSSION WITH THE PRESIDENT:

8. Legislative update.
9. Major personnel searches and appointments.
10. President's items.

NOTE: ASSEMBLY STEERING COMMITTEE MEETING WILL FOLLOW IMMEDIATELY (attached for Steering Committee members: ASC agenda).



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ASSEMBLY STEERING COMMITTEE

April 30, 1987

2:15 - 3:00

Regents Room, Morrill Hall

AGENDA

FOR ACTION:

1. For approval: Assembly agenda for May 14 (attached: agenda plus texts of motions described below:
  - A. Proposed Assembly meeting schedule for next year (attached).
  - B. ACEP motion to establish a Committee on Undergraduate Education (attached: final version of motion).
  - C. ACSA-Committee on Committees' motion to reduce the size of the Student Affairs Committee (attached).
  - D. ACIA informational report on revisions to the "Policy on Faculty Representatives for the Department of Intercollegiate Athletics" (attached).
  - E. Placement Services Committee's proposed policy on recruitment, intended for submission to Assembly as a motion (attachment: policy proposal and cover memorandum).
  - F. Steering Committee annual report (to be mailed Monday).
2. For steering:
  - A. Recommendations of University Bookstores Committee in response to our request for policy on the use of profits (attachment: Steering Committee's request letter, Professor Roth's response memo, Bookstore Committee's minutes of 2/24 and 3/16).
  - B. Student Academic Support Services Committee's grading policy proposal (attached: April 15 memorandum reporting SASS action).

FOR DISCUSSION:

3. ACEP proposal on class hour length and contact time (distributed with April 16 agenda).



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MINUTES

APPROVED 5/14/87

SENATE CONSULTATIVE COMMITTEE MEETING,  
DISCUSSION WITH PRESIDENT KELLER  
AND  
ASSEMBLY STEERING COMMITTEE MEETING

April 30, 1987

12:45 - 3:05

Regents Room, Morrill Hall

Members present: Tim Allison, Ellen Berscheid (Chair), Mark Brenner, Shirley Clark, Brenda Ellingboe, Jill Gaudette, Richard Goldstein, Ron Kubik, Joseph Latterell, Cleon Melsa, Paul Murphy, Ronald Phillips, Roy St. Laurent, Andy Seitel, W. Phillips Shively, Bruce Vandal.

Members absent: Charles Campbell, Kim Carlson, Don Peterson.

Guests: President Kenneth Keller, Delores Lutz (Minnesota Daily), Marsha Riebe, Maureen Smith.

1. 1987-88 officers.

Professor Berscheid announced that the FCC had that morning elected Professor Shively as chair and Professor Phillips as associate chair of FCC and SCC for the upcoming year.

2. Approval of April 2 minutes.

With the identification by name of Mr. St. Laurent as a speaker on the establishment of an Information Systems Committee, the minutes were approved as distributed.

3. Approval of available names for SCC nomination and appointment to committees.

The Committee voted to approve the slate of faculty names previously presented. Mr. St. Laurent reported that the student names would be ready for SCC approval before the end of Spring Quarter, but had been delayed because of difficulties in coordinating SSCC's work with that of the Student Committee on Committees.

4. Approval of the Senate agenda for May 14.

The SCC voted to approve the agenda, including the item of new business: SCC's motion, prepared by the FCC, on "The Selection and Review of Persons Holding Middle Management Administrative Positions."

(Note: In the Student SCC's morning meeting, Professor Shively had presented the motion and SSCC had discussed and approved it.)

5. Approval of AIDS Task Force membership.

Professor Berscheid reported that Robert Kane, Dean of the School of Public Health, has consented to chair the task force. The SCC approved the Chair's sending out the charge letter within the next few days; if UMD membership has not yet been identified, it will be soon after.

6. Reports.

A. Finance Committee: Professor Shively.

Topics on today's agenda are (1) legislative update, (2) status of the study of faculty leaves, (3) whether FICA must be paid on student wages, and (4) what, if any, University operations are subject to taxation. New agenda items for the May meeting will include (1) Administration's plan to shift faculty pay changes for A and B appointments to a mid-September starting date, and (2) President's announcement of Management Committee intent to include faculty fringe benefits together with salaries as a line item to departments.

B. Provost's Task Force on Planning: Professor Clark.

The task force has met daily, focusing up until now on the broad questions that extend beyond colleges and in May on the college plans.

C. Provost's Planning Group: Professor Berscheid.

The group has reviewed all college plans and begun to address organizational questions.

D. Student SCC: Mr. St. Laurent.

Mr. St. Laurent reported the names of the 1987-88 Twin Cities student members of the Consultative Committee: Sonia Arreaza, Dave Dahlgren, Steve Kohlmeyer, Bruce Vandal, and Valentine Zweber. Professor Shively, on behalf of the faculty members, lauded this year's membership as having been a very good group to work with.

7. SCEP motion to establish a Senate Committee on Information Systems.

Information item: To be scheduled for action at a later meeting, since there was not time for full SCC and Committee on Committees consideration prior to the docket deadline for the May 14 Senate meeting.

8. April 16 letter from SCEP Chair Professor Collins to Vice President Benjamin and Advisory Task Force Chair Campbell.

Information item: Members made generally positive comments about the SCEP statement urging "that a plan for reallocating funds specifically for instructional improvement in such (introductory, lower-division large enrollment) courses be developed in connection with Strategy for Focus."

9. Assembly Steering Committee items.

A. Proposed Assembly and Senate 1987-88 meeting schedule: approved.

B. ACEP and Committee on Committees' motion to the Assembly to establish a Committee on Undergraduate Education: approved.

C. Assembly Committee on Student Affairs-Committee on Committees' motion to reduce size of ACSA membership: approved.

D. Intercollegiate Athletics Committee's amendments to the "Policy on the Selection and Responsibilities of the Faculty Representatives for the Department of Intercollegiate Athletics:" Steering Committee did not comment. Proposal, together with other ACIA policy items, is scheduled to go to the Assembly's Fall meeting.

E. Placement Services Committee's motion proposing a policy for on-campus recruitment: Some Steering Committee members found the proposed policy inadequate, and faulted it for not taking into account restrictions already imposed by certain specific collegiate units. Other members indicated the proposed policy should be regarded as establishing a minimum standard which would not forbid colleges from establishing further conditions. The Steering Committee did not vote its position on the motion, but agreed to its inclusion in the docket for Assembly consideration.

F. Steering Committee's annual report: approved for submission.

G. The remainder of the Assembly agenda was approved.

10. Discussion with President Keller.

A. The legislative session: the struggle for fuller funding.

President Keller emphasized that the fuller appropriation is needed to take care of the needs of today's students, and would not be to support any new program. He told SCC that "cuts will slow down our ability to improve education." President Keller commented that the current campaign of opinion to maintain open enrollment for General College does not deal with the funding dilemma.

B. Major searches and appointments. In response to the SCC's request, the President reported in brief: (1) UMD Chancellor: it is hoped the selection will be made early in May; (2) Dean of the Humphrey Institute: search is at mid-stage; (3) Dean of Biological Sciences: names of three final candidates have been submitted; (4) Dean of Home Economics: offer has been made to a candidate; (5) Associate Vice President for Student Affairs: the search remains in suspension because the position is continuing to be redefined; it is possible the changes will necessitate readvertising the position.

C. The President's items.

(1) In the SCC's motion to the Senate regarding searches

and reviews (see item 4 above), the President recommended the committee find substitute wording for "intended to insure compatibility of middle management with those to whom they are responsible..." that could not possibly be interpreted as a code for discrimination. The Committee appreciated this alert and changed the clause to, "...intended to insure a productive working relationship between management and those to whom they are responsible..."

(2) Infringement on free speech: interference with Vice President George Bush's April 28 lecture at Northrup Auditorium. President Keller termed the matter "very, very important." He told SCC he hoped there would be a community resolution against the threats to free speech; "I think we have a terrible problem and it's not one that I can solve," he added. He thought the Senate had to take a role.

Ms. Ellingboe, Ms. Gaudette, Mr. Seitel, Professor Brenner, and Professor Phillips volunteered to draft a resolution on behalf of the SCC for presentation, under a suspension of the rules, at the May 14 Senate meeting. Professor Phillips offered to try to enlist also the University's Regents professors in any way they wished.

President Keller called for changing the University environment such that those who would prevent free speech are discredited.

(3) Consideration of the Taborn Committee Report on Minority Programs under Commitment to Focus. President Keller assured SCC that the Regents would have the report for information at their May meetings. The administration awaits Senate action (scheduled for May 14) before putting it on the Regents' docket for action.

President Keller left the meeting at this point and the business of the Assembly Steering Committee resumed.

## 11. University Bookstores Committee report.

The Bookstores Committee in early April submitted a proposal in response to the Steering Committee's early winter request concerning development of a philosophy for the bookstores and their pricing policy which would undergird decisions on uses of profits. The Steering Committee will direct the Assembly Committee on Student Affairs (to which the Bookstores' proposal was also addressed) to consider it and report back through ASC to the Assembly. ASC directed the Chair to convey to ACSA in its letter the Steering Committee's concerns that the proposal does not reveal a philosophical undergirding and does not provide a clear rationale for its profits-distribution recommendation.

## 12. Grading Policy Proposal.

The Steering Committee will forward the proposal from the Student Academic Support Services Committee (SASS) to the Assembly Committee on Educational Policy for its attention and recommendation. It is presumed the motion, with any comments attached, can go before the Assembly's Fall meeting.

Several Steering Committee members suggested that this proposal and probably many others which will arise in the future could be equally as well steered to the Assembly's Committee on Undergraduate Education, expected to be created at the May 14 Assembly meeting, as to the Educational Policy Committee.

13. Faculty-student contact hours and class meeting hours per student credit hour.

(The Educational Policy Committee has, as the Steering Committee requested, begun to explore the educational and practical issues involved.) Professor Goldstein told the meeting he saw no reason why class hour length could not be changed almost immediately, just as rapidly as the Room Scheduling department can accomplish new scheduling arrangements. However, he continued, there are significant difficulties in changing the basic credit module. A return to the three-credit norm might be the best solution.

The meeting adjourned at 3:05 p.m

Respectfully submitted,

Meredith Poppele  
Executive Assistant



COMMITTEE ON COMMITTEES  
STUDENT AFFAIRS COMMITTEE

Action ( minutes)

MOTION:

To amend the present Twin Cities Campus Assembly Bylaws, Article III.1.C., under the membership section of the Student Affairs Committee, as follows: (additions are underlined, deletions have lines through them)

Membership

The Student Affairs Committee shall be composed of

-10- 7 faculty/academic professional members,  
-13- 9 students, -2- 1 alumnus /-alumni-  
-representatives- , and ex officio representation  
as specified by vote of the Assembly. At least  
one of the faculty/academic professional members  
appointed each year shall be a member of the  
Assembly at the time of appointment. Student  
members shall exceed by at least one the total  
of other voting members. Faculty/academic  
professional and student members shall be  
appointed by the Committee on Committees with  
the approval of the Assembly. The alumni member ~~s~~  
shall be appointed by the president in consultation  
with the director of alumni relations.

COMMENT:

The Committee on Committees concurs with the recommendation of the Student Affairs Committee that its membership be reduced in size to make the committee's logistics more manageable and to encourage more active participation.

C. ARTHUR WILLIAMS  
Chair



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May 4, 1987

Professor Linda Ellinger  
Chair, Assembly Committee on Student Affairs  
University Without Walls  
201 Wesbrook Hall

Re: University Bookstores

Dear Linda:

On April 1, Professor Marty Roth, Chair of the University Bookstores Committee, sent both to you and to me a memorandum in response to the Steering Committee's request for recommendations on a "...price and profit structure of the bookstores... based on a clear, general philosophy which informs more specific decisions." We discussed the proposal from the Bookstores Committee at our April 30 meeting and ask that the ACSA address the proposal and report it, together with ACSA's recommendations concerning it, through us to the Campus Assembly. None of us wants to delay action unduly since the Bookstores Committee has held up any distribution of the present bookstore surplus pending action on its proposal, which it would like to use as the basis for that distribution. However, the sums involved are substantial (hundreds of thousands of dollars per year) and the Steering Committee feels the proposal should have the benefit of thoughtful ACSA discussion before we send it on to the Assembly.

I might note that it seemed to the Steering Committee that the Bookstores Committee's proposal does not address the philosophy of a University bookstore as we hoped it would. As we stated in our December 30 request to Professor Roth, "A philosophy which seems to us most appropriate for a university is one that encourages students and staff to develop personal libraries." The Steering Committee, in short, wants to see buying books made more attractive. It does not seem to us that the modified grants program does that. Moreover, we see no close rationale between the generation of the profits and the mechanism for returning them to some students, students who may or may not be major bookstore customers.

Would you please let me know whether it will be feasible for ACSA to put this question on its agenda before Spring Quarter ends?

Sincerely,

Ellen Berscheid  
Chair, Assembly Steering Committee

EB:mp

c: Marty Roth  
bc: Phil Shively, ASC Chair-elect

bc: Shirley Clark, Associate Chair  
Roy St. Laurent, Student SCC Chr.



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April 9, 1987

To: Professor Marty Roth  
Chair, University Bookstores Committee

From: Ellen Berscheid *EB*  
Chair, Assembly Steering Committee

Thank you for your April 1 memo containing the University Bookstores Committee's response to the Steering Committee's request that you develop recommendations for Mr. Duffy regarding a policy on the bookstores' price and profit structure. Since the reporting line from the Bookstores Committee to the Assembly is through the Student Affairs Committee, chaired by Professor Linda Ellinger, I believe your two committees should negotiate when and in what manner your recommendations will be reported to the Assembly. (Although the Assembly rules appear to permit you to directly advise the director of the bookstores about policies concerning their operations, student and faculty interest suggests that any significant new policy proposal should come before the Assembly.)

The Steering Committee will discuss your proposal at its April 30 meeting. We shall inform you and Professor Ellinger of the approximate time of our discussion in the event you wish to join us. If not, we will report our comments to you for consideration by your respective committees.

c: Linda Ellinger

bc with Roth memo attached:

Shirley Clark  
Roy St. Laurent

APR 3 1987

UNIVERSITY OF MINNESOTA  
TWIN CITIESDepartment of English  
207 Lind Hall  
207 Church Street S.E.  
Minneapolis, Minnesota 55455  
(612) 373-2595

1 April 1987

To: Ellen Berscheid, Chair, Assembly Steering Committee and Linda  
Ellinger, Chair, Assembly Committee on Student AffairsFrom: Marty Roth, Chair, University Bookstores Committee 

My general charge to report annually the activities of the committee and a special charge from the steering committee to consider a "clear general philosophy" on which the "price and profit structure of the bookstores should be based" and report back to that committee by April 2 have coincided, and so I am discharging both of these obligations through this joint memo.

The bookstores committee decided to recommend that the general principle for dealing with bookstores profits was to return the profits to the student purchaser in a direct and equitable manner. It was also decided to recommend that a certificate award system would be a stimulating way to distribute these surplus funds.

According to this system, certificates, each equaling \$100.00 worth of bookstores products, would be given to academic departments for distribution to worthy students. It was agreed that required controls would be discussed and developed by the Senate, the Bookstores and departments. Among the suggestions made were the following: that certificates might require counter signatures (as on traveller's checks); that the number of certificates given to each department could depend on enrollment hours; that surpluses might be gathered yearly and distributed quarterly; and that departments could set criteria for the distribution of certificates.

It was further decided to recommend that this system be applied to the present bookstores surplus of over \$400,000.00.

Accordingly, we ask that you receive our recommendations and that you communicate them to the Twin Cities Campus Assembly for discussion and action.

APR 3 1987



UNIVERSITY OF MINNESOTA  
TWIN CITIES

Department of English  
207 Lind Hall  
207 Church Street S.E.  
Minneapolis, Minnesota 55455  
(612) 373-2595

1 April 1987

To: Ellen Berscheid, Chair, Assembly Steering Committee and Linda Ellinger, Chair, Assembly Committee on Student Affairs

From: Marty Roth, Chair, University Bookstores Committee 

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December 30, 1986

Professor Marty Roth  
Chair, University Bookstores Committee  
Department of English  
210H Lind Hall

Dear Professor Roth:

As you may recall, on October 23 President Keller prompted the Twin Cities Assembly Steering Committee to review the profit structure of the University Bookstores. Following up on this, on December 4 we had a most informative discussion with Director James Duffy about the operations of the bookstores.

As an outcome of these meetings, we wish to propose that in your capacity as an advisory committee to the director of the University Bookstores, you consider recommending the following to Mr. Duffy:

The price and profit structure of the bookstores should be based on a clear, general philosophy which informs more specific decisions. A philosophy which seems to us most appropriate for a university is one that encourages students and staff to develop personal libraries. To this end you might consider the following ideas:

- 1) increase the number of serious trade books carried in stock;
- 2) offer rebates or reductions on the price of books for students, faculty and staff (a variety of mechanisms could accomplish this, one of which is reorganizing as a cooperative).

The above might be financed by:

- 3) reducing the price offered for used books from 60% of list to 50%, which would also encourage students to retain their books;
- 4) allowing non-book items' mark-up to rise to a competitive level, if these have been reduced in order to reach the proper level of profit; and

Professor Roth  
December 30, 1986  
page two

5) instead of accumulating excess reserves which then must be disbursed as grants, developing a system to return excess profits to your book customers.

Mr. Duffy agreed with us that any changes in the organization and mode of operation of the bookstores should begin with your committee.

Since the question of the disbursement of the bookstores' "profits" has been controversial for some time, we hope you will consider some of the alternatives we suggest--as well as any others that may occur to you--and report back to us by April 2 the outcome of your deliberations and any actions you wish the Twin Cities Campus Assembly and the administration to take.

Sincerely,



Ellen Berscheid  
Chair, Assembly Steering Committee

EB:mp

c: Shirley Clark  
Associate Chair, Steering Committee  
Roy St. Laurent  
Chair, Student Steering Committee  
Andy Seitel  
Vice Chair, Student Steering Committee

bc: Rick Heydinger




APR 15 1987



UNIVERSITY OF MINNESOTA  
TWIN CITIES

Department of English  
207 Lind Hall  
207 Church Street S.E.  
Minneapolis, Minnesota 55455  
(612) 625-3363

5 March 1987

TO: Members, University Bookstores Committees  
FROM: Marty Roth, Chair   
SUBJECT: Minutes of the meeting of February 24 and notice of next meeting

I. Minutes of the February 24th meeting.

Members present: J. Blood, E. Farmer, A. Loper, M. Roth, H. Stefan, L. Straus; ex officio--J. Duffy.

After some discussion of the scope of the applications for Bookstores surplus funds, and some history of that surplus, the meeting moved in the direction of criteria for the dispersal of funds and stayed there. A tentative criterion statement that was approved by all members present went as follows:

The committee approves the general principle articulated by Frank Sorauf at the meeting of the Senate Consultative Committee that "when one overcharges a customer, one returns the excess to the customer."

Committee members, therefore, favored the direct return of profits to student bookstore users as opposed to indirect returns of the kind featured in many of the applications received--the strengthening of the library's acquisitions, increased and enhanced computer use in classrooms, etc.

The question of using funds for student scholarships was raised, but there was little discussion of that topic.

The question of whether the principle enunciated above should apply to the present surplus was raised and there were mixed opinions. The committee, however, agreed to suspend the allocation process until we had met again to consider some variety of models and issues that bear upon the principle of direct return of funds to student users.

II. The next meeting will be held at 1 pm, on Monday, March 16, in 207A Lind Hall.

P.S. I don't think that I need to send out any interim letters to applicants. Please advise if you disagree.

March 24, 1987

To: Members, University Bookstores Committee

From: Marty Roth, Chair

Re: Minutes of the March 16 meeting and notice of next meeting.

Members present: J. Blood, E. Farmer, A. Loper, M. Roth, H. Stefan; ex officio: J. Duffy.

The meeting was called to order at approximately 1:00 pm by Marty Roth, Chair.

The minutes of the February 24 meeting were approved as written.

Chair Roth gave a brief report. Louise Straus has resigned from the committee. There was no reason given. The Committee must report to the Senate Consultative Committee on April 2 regarding disposition of the surplus bookstore funds and regarding bookstore reorganization proposals. The Chair asked that this be discussed later in the meeting. Because the committee decided to hold surplus bookstore funds until a disbursement plan is made, no update letters will be sent to those requesting grants. The Chair reminded the committee that this meeting is to continue discussion on a 'rebate system' of surpluses to students.

Jim Duffy gave a report relating to cooperative bookstore systems and the feasibility of 'cooperativizing' the U of M Bookstores. There were three handouts: Bookstore Cooperative, Comparisons of the Ten Largest College Bookstore Operations and a February 14 Daily story by Mike Hughlett on Unmet Book Deadlines. Referring to the first two handouts, Mr. Duffy made it clear that he did not favor 'cooperativization' because of great obstacles and administrative problems. Given the current system, a cooperative is not feasible and would lead to more problems than benefits. The largest possible problem is that cooperative operating costs would drive prices up and would therefore 'zero-out' any possible rebates to student members.

Chair Roth summarized the possible problems with cooperativization: high capital costs, decreased employee benefits and low to zero margins to rebate to students. The committee agreed that a cooperative would be difficult to implement here. The committee also agreed the issue at hand is surpluses resulting from computer-related sales; structural change is perhaps too radical.

The surpluses could be applied to textbook margin to lower student cost, but Mr. Duffy was quick to point out that the price reduction would be less than 2% per book and such low returns would probably not satisfy the administration. He also stated the best way to handle these funds is for the administration to allow this committee control over fund distribution.

The question of 'Sorau's Principle' was raised: "when one overcharges a customer, one returns the excess to the customer." Mr. Duffy resented its application to book sales and stated that if this principle were literally applied, surplus funds would be returned to computer equipment purchasers rather than book purchasers.

Ted Farmer suggested that approximately 4000 'purchase certificates' be printed and then distributed by departments to worthy students. Each certificate could be redeemed for \$100.00 worth of bookstore products. This would distribute bookstore surpluses, would help nearly 10% of the students and would involve departments in one aspect of bookstore operation.

It was agreed required controls would be discussed and developed by the Senate, the Bookstores and the departments. A number of suggestions were mentioned:

- certificates could require counter signatures (as on traveller's checks);
- the number of certificates given to each department could depend on enrollment hours — the number of students enrolled in each college's classes;
- surpluses could be gathered yearly and distributed quarterly; and,
- departments could set criteria with some administrative rules (such as one award per student per year).

Conflicts may develop with financial aid and the IRS, but these can be dealt with as needed.

The Committee agreed that a certificate award system would be the best way to distribute the surplus funds.

There was some discussion of tradebook sales and availability. Because this is a large issue, it will be dealt with at the next Committee meeting.

Mr. Duffy brought the issue of late department textbook requisitions before the Committee. Instructors/departments are not getting textbook requests to the Bookstores on time. This means that fewer used textbooks will be found and some textbooks may not be available by March 30. This also means that students will pay more for some texts than would be ordinarily be necessary. Only 800 requests were received on time, with 4000 requests received after the deadline.

Chair Roth asked Mr. Duffy to draft a brief letter to department chairs requesting timely text-request returns to benefit students. Mr. Duffy will draft a letter and send it to Chair Roth for mailing.

The next Committee meeting is scheduled for Monday, April 6 at 3.15 pm in 207 Lind Hall.

The meeting was adjourned at approximately 2:30 pm.

ACIA Policy on the Selection and Responsibilities  
of the Faculty Representatives for the  
Department of Intercollegiate Athletics

The faculty representatives for the two intercollegiate athletic departments have, as their principal duty, the representation of the University of Minnesota--Twin Cities at all the athletic governing organizations of which the institution is a member. In fulfilling that responsibility, as well as performing other duties enumerated in this policy, the faculty representatives act at the direction of the University faculty as given voice through the deliberations and instructions of ACIA.

It is understood that the authority and responsibility of ACIA, and its faculty representatives, is derived from the President and the Board of Regents. ~~This policy, which establishes--~~ The faculty representatives ~~as creatures of and are~~ responsible to ACIA; however, ~~adopted giving due recognition to~~ the ultimate authority which must reside with the President and the Board of Regents is recognized.

II. I. Limitations on Authority

As the "Strotz Resolution" makes clear, the Big Ten Conference is an association of college presidents with its role limited to delegations of authority from them. "The Intercollegiate Conference of Faculty Representatives (the 'Big Ten') was conceived in, and has proceeded on, the fundamental assumption that the governance and administration of athletic competition in the Big Ten are under the control of the faculty. Faculty control was, and still is, ~~thought-to-be~~ the mechanism most

consistent with the proper position of intercollegiate athletics in the framework of higher education. The Conference was brought into being by a group of university presidents... The powers and duties of the Faculty Representatives derive from the delegation thereof by the Members of the Council of Ten."

Because the President and Board of Regents are responsible first and foremost to the people of Minnesota for the activities which comprise the University, including intercollegiate athletics, the ultimate authority for making decisions must also rest with them. The 11/24/76 ACIA Subcommittee Report recognized this when it observed that "full and complete faculty control" could not be interpreted literally in light of the legal duties of the President and the Board of Regents. In this regard, creation of the Big Ten and the concept of faculty control did not mean that the President permanently and irreversibly delegated ~~his~~ his/her authority over athletics to the faculty; such a delegation is not within the prerogatives of the President. Under the Constitution of the State of Minnesota the power of the Regents is plenary; no officer they choose can deprive them of that power.

The NCAA definition of institutional control of athletics differ from that of the Big Ten Conference in that it recognizes the chief executive officer of each member institution as the locus of final authority to determine the voting delegate representing it to the NCAA. That voting delegate can be, and has been for a number of institutions of late, the chief executive officer--not a faculty representative. In order that the University of Minnesota--Twin Cities Campus faculty

representative not be put in the position of having split accountability (to ACIA in Big Ten matters and to the President in NCAA matter), he or she is established by this policy to have a single responsibility regardless of the group or entity to which he or she is representing the University: to ACIA. And, just as the President retains the authority to overrule ACIA and the faculty representative in matter related to the Big Ten, so may the President do so in all other spheres where the faculty representative presumes to act or speak on behalf of the institution.

The language of the AIAW resembles that of the NCAA insofar as it recognizes the chief executive officer as the individual who chooses the voting delegate and represents the institution. As the 11/24/76 ACIA Subcommittee Report Points out, even though faculty control originated with the Big Ten Conference and men's athletics, "it can hardly be argued that faculty control is therefore limited to men's intercollegiate athletics. If faculty control of men's intercollegiate athletics is desirable, as was acknowledged when control of women's intercollegiate athletics. The argument that there be a faculty representative for women's intercollegiate athletics who holds a position exactly analogous to that of the men's vis-a-vis the President, ACIA, and the appropriate athletic organizations governing women's athletics:

Since the Men's and Women's Intercollegiate Athletic Departments at the University of Minnesota are separate departments, there is a Faculty Representative for each department. The two positions are analogous and equal. (See

Policies on Voting Procedures for conduct of representatives at NCAA and Big Ten meetings.)

It is clear, therefore, that the President may overrule both ACIA and the Faculty Representative on matters athletic. Neither ACIA nor the President, however, believe that such a direct confrontation will very often, if ever, occur. It is assumed that the consultation processes of the University will serve as the mechanism by which differing positions will be reconciled and legitimate disagreements resolved. Although it cannot be incorporated in specific provisions, both ACIA and the President agree that continuing consultation on issues in intercollegiate athletics is appropriate and necessary, especially with respect to NCAA agenda items ~~of the AIAW, the NCAA, and other athletic governing organizations.~~

III. II. Responsibilities

The responsibilities of the faculty representatives are as follows:

- A. Serve as a voting member of ACIA.
- B. Serve on the ACIA Subcommittee on Eligibility and Progression
- C. Serve as the University's representative to all athletic governing organizations, as appropriate, and in that capacity perform these tasks:
  1. Vote as instructed by ACIA on all matters to be decided those organizations;
  2. Keep ACIA informed about all issues brought to the organization;

3. ~~Ensure that the appropriate department of athletics, its coaches, staff, and student-athletes comply with all applicable rules and regulations; and~~

3. Inform Athletic Directors concerning new legislation.

4. Serve as petitioner for student-athletes before the appropriate governing organizations.

D. ~~Inform AGIA about matters related to the academic progress of student-athletes.~~

E. ~~Serve on the AGIA Subcommittee on Awards.~~

F. ~~Consult with the Athletic Director on all matters related to intercollegiate athletics.~~

G. ~~Consult with the President or his designee on all matters athletic which affect the institution.~~

H. ~~When the faculty representative encounters issues which have legal ramifications for the University or financial implications beyond normal changes in athletic department expenditures brought about to routine rules changes of athletic governing organizations, he or she must consult with the President and act as directed.~~

5. Serve as an ex-officio member of ACIA Investigation related to infractions in the respective department.

D. Consult on a regular basis with the Athletic Director regarding issues of the department and/or of the Big Ten/NCAA.

E. Consult with the President or his/her designee on athletic issues which affect the institution.

F. Consult with the University Attorney's office regarding issues having legal ramifications.



G. Consult with the Athletic Director regarding issues having financial ramifications of rule or policy changes.

~~IV.~~ III. Selection of the Faculty Representatives

Within the limits established by the foregoing sections of this policy, the faculty representatives are ~~to be considered~~ ~~creatures~~ responsible to ACIA of ACIA. They will be selected in accordance with the following procedures.

~~\* A. The Chair of ACIA will appoint a search committee, the task of which will be to present to ACIA approximately five candidates. The search committee will include three faculty members and one student currently serving on ACIA, one at-large faculty member, one faculty representative from the Consultative Committee, one alumni member, one non-voting ex-officio representative from the Office of the Vice President for Administration and Planning. The appropriate Athletic Director will also serve as a non-voting ex-officio representative on the search committee.~~

A. The Chair of ACIA will appoint a search committee, the task which will be to present to ACIA a slate of approximately five candidates. The Committee will consist of two faculty members of ACIA, one student and one alumni member of ACIA, two faculty member at large, and one faculty member from the Twin City Assembly Consultative Committee. Ex-officio members of the Search Committee are a representative from the central administrator's office responsible for athletics and the

Athletic Director.

- B. The search committee will take whatever steps it deems appropriate to advise the faculty that the position is open. At a minimum, an advertisement should be placed in the Minnesota Daily.
- C. The search committee should, as a general rule, offer as candidates only those who have indicated a willingness to be considered. (And not necessarily only those who have indicated an eagerness or willingness to serve; if the search committee discovers someone who it regards as an extremely able prospect, it should submit the name to ACIA on the assumption that the Chair of ACIA (or the University President) has the task of persuading him or her to serve.)
- D. After evaluating the candidates, including interview, the search committee will recommend to ACIA the candidates by submitting a list of names and appropriate dossiers.
- E. ACIA will then select the candidates it most favors (which it may decide by conducting its own interviews, if it wishes) and submit not less than three names to the President.
- F. The President will appoint the faculty representative from the list of candidates provided by ACIA.
- G. These same procedures will be used regardless of which faculty representative ACIA is choosing.

~~V. -- \*Removal of the Faculty Representative~~

~~A. -- Upon the motion of any voting member of ACIA, the~~

~~removal of the faculty representative may be considered. If the motion is seconded and carries by a majority vote of all voting members of ACIA, the faculty representative is removed. A search committee to fill the vacancy will be appointed as expeditiously as possible.~~

~~B. The President may remove the faculty representative. When such a vacancy occurs, a search committee to find a replacement will be appointed as expeditiously as possible.~~

#### IV. Term of the Faculty Representative

A. The Faculty Representative is appointed by the President for a term of six years. An evaluation of the performance of the Faculty Representative will be conducted during the third year of the term. If the performance is unsatisfactory, the individual may be removed. If the Faculty Representative elects to serve a second six-year term, the Search Committee will review the performance of the individual and communicate its recommendation to ACIA and the President. No person may serve more than two consecutive terms.

B. The Chair of ACIA will appoint a committee similar in composition to the Search Committee except that ex-officio members will not be part of the committee. (It is anticipated that they will be prime contributors of information used in the review.)

C. If at any time evidence is presented to the Chair of

ACIA indicating that the Faculty Representative is not performing his/her duties in a manner beneficial to the University of Minnesota, the Chair will appoint a committee to evaluate the performance. The committee will present their findings to ACIA. After discussion of the facts, ACIA will recommend to the President that the Faculty Representative be continued or terminated.

Adopted by the Assembly Committee on Intercollegiate Athletics  
3/25/80

Revised 3/12/87

Upon the approval of the President of the University, this policy shall control the selection and responsibilities of the faculty representatives.

MS:bjm:Hdos:S:s/7

4/30/87

*per ultimate revision*

THE SELECTION AND REVIEW OF  
PERSONS HOLDING MIDDLE MANAGEMENT  
ADMINISTRATIVE POSITIONS

Motion:

That the University Senate approve the following proposed guidelines for the selection and review of persons to hold middle management positions at the University of Minnesota: Middle management are defined here as all 93xx appointments except the President, Provosts, Deans, Chairs, Heads, and Directors (with faculty rank). Included are Vice Presidents, Associate and Assistant Vice Presidents, Associate and Assistant Deans, University Librarian, Directors (University-wide), etc.

I. Automatic Termination <sup>*Associate and Assistant Provosts*</sup> with Change in Command

All officers in this class will, at the commencement of the appointment of a new person to whom they are responsible, be given a trial term appointment of up to six months. At the end of the period they will be terminated; however, the responsible official may at that time choose instead to continue their appointment, without a new search.

II. Search Procedures

Section VI of the April 17, 1980 Senate resolution on search committee guidelines should be supplemented with the following: the responsible (hiring) officer <sup>*or the officer's agent*</sup> should meet at certain key junctures of the search directly with the search committee. Among these junctures should be the selection of a set of candidates to be interviewed, and a discussion of all interviewed candidates at the conclusion of the interviews. Individuals to be interviewed will be jointly selected by the search committee and the responsible official. At the close of the interviews, and after further direct consultation with the responsible official, the search committee will consider whether any of the interviewed candidates are unacceptable. The responsible official, who will have been informed on the committee's views of the relative merits of the candidates from the direct consultation, may appoint any interviewed candidate who has not been judged unacceptable by the committee.

III. Acting Appointments

Appointments should be made in an acting capacity only under urgent and exceptional circumstances, with a strong burden of proof on the responsible official that such an appointment was necessary. Except in cases of death or incapacitation,

individuals should leave their positions with sufficient notice that a timely search for a successor is possible. When new positions are created, demonstrable urgency must be shown if ordinary search procedures are to be postponed, and an official appointed in an acting capacity.

#### IV. Performance Review of Administrators

The performance of all administrators in this class should be evaluated annually by their responsible officer. Timely notice of the review, and an invitation to comment on the review, should be offered to colleagues, to others with whom the administrator interacts or for whom the administrator performs a service, to other administrators at both higher and lower levels, and to faculty and students where appropriate.

#### V. Implementation in College Constitutions

We urge that the above model be implemented in College constitutions.

#### VI. Editorial amendments to "Search Committee Guidelines," approved by the University Senate, April 17, 1980.

- a) Section I, sentence one: Search committees are expected to seek out and identify the best qualified nominees available for administrative positions, irrespective of sex, religion, race, national origin, age, or any other criteria violating ~~affirmative action~~ equal opportunity statutes.
- b) Section IV.E.: Personal responsibility of each member for affirmative action and ~~discretion~~ confidentiality.
- c) Section V.B., first sentence: The President (or the President's agent), or the chairperson, shall file notification of the availability of the position in ...

#### Comment:

The above provisions are intended to make middle management officers more accountable, both to those whom they serve, and to the officials under whom they work. It is intended to create a tighter system, in which administrators have better control over those working under them, for whose work they are responsible, and can therefore be held more strictly accountable for the performance of their offices. *This, when administrators are themselves reviewed for reappointment, they can properly be held responsible for the personnel and the general efficiency and effectiveness of their offices.*

The provision in article IV changes a previous (see Keller memorandum of June 22, 1983) permissive suggestion to a requirement that annual performance reviews be opened to input from the administrator's colleagues and those whom the administrator serves. This is not intended to raise annual reviews to the formal status of the reappointment review, but seeks a regular infusion of constructive criticism into the administrators' performance reviews.

Article I is intended to insure compatibility of middle management with those to whom they are responsible by requiring that their continuation in office after a change in command is a positive choice by the new official, rather than a normal expectation.

Article II involves the responsible official more directly than in the past in the selection of subordinate officials. Unlike faculty positions, where individuals are held accountable for their own actions, the middle management individuals dealt with by these provisions are accountable to a responsible officer, who will in turn be held responsible for their actions. Therefore the responsible person should be able to play a more direct role in the selection of assistants for whose actions they will be held responsible.

By allowing the responsible official more direct involvement in searches, it is intended that Article II should eliminate ~~the~~ <sup>any</sup> motivation for sham searches and evasive appointments on the part of ~~responsible~~ officials. Article III, which erects a strong burden of proof on the use of acting appointments, is intended for the same purpose.

hiring

4-23-87

Memo:

To: Professor Ellen S. Berscheid, Chair, Steering Committee of the Assembly

From: Lee D. Stauffer, Chair, Placement Services Committee of the Assembly

Subject: Proposed Policy on Placement Services to Bring Before the Assembly

Attached is a proposed policy concerning "On-campus Recruitment" which has been developed in response to the charge you sent to our Committee on January 9, 1987. In developing our position we consulted with a number of other major universities, and with a number of prominent placement officers who have been active in developing national guidelines for placement services.

Internally, we have contacted all of the undergraduate colleges which maintain active placement services, and the placement officers on our committee have been most helpful in working with this group in developing policy recommendations which we feel will represent an appropriate position for the Twin Cities Campus.

We have coordinated our consideration of these issues with the Social Concerns Committee of the Senate, as you requested, and found that collaboration to be very informative and helpful. We believe the policy attached is a logical sequel to the resolution introduced at the last University Senate meeting by the Social Concerns Committee and passed by the Senate. The policy, as proposed, clearly does not respond to the concerns of some, that the policy provide grounds for the banning of one or another organizations from interviewing on-campus. There seemed to be general agreement on our committee, and Social Concerns, as well, that any such policy may well be impossible to write, and would not be in the general interest, in any event.

We trust you will find the attached policy to be responsive to our charge. If you have questions, please do not hesitate to contact me at 6-1923.

cc Meridith B. Poppele, Marilee Ward, Tim Knopp, Placement Ser. Comm.



UNIVERSITY OF MINNESOTA  
ON-CAMPUS RECRUITMENT POLICY

Preamble

The University offers career planning and placement services for its students. The services include arrangements made for students to meet with a wide range of representatives to learn of current and projected employment and educational opportunities.

The policy of the University of Minnesota with respect to campus interviews is to permit, at appropriate times, any bona fide employer or higher education or professional school representative to meet with interested students in University facilities, when available, for purposes of exchanging, voluntarily, such information as may be relevant. Participation of employers in the on-campus recruiting program does not imply endorsement of that employer by the University of Minnesota.

This exchange of information is an essential first step in mutual assessment of opportunities and applicant's interest and qualifications, and, in many instances, ultimately leads to specific offers of employment. The University encourages students to exercise their own judgment in assessing career opportunities.

Definitions

Legally Constituted or Chartered Organizations or Employers: Such as any business, company, governmental agency, educational system, organization with Articles of Incorporation on file in any state, private corporation, organization required to file federal income tax returns, or organization chartered by a governmental entity.

Recruiting: The process by which organizations with employment

opportunities, current or anticipated, schedule visits to campus in order to interview applicants and prospective employees, and discuss career opportunities in the organization.

Informational Meeting: A presentation by a representative of the organization to interested students about the organization and career opportunities available within the organization.

Policy Affecting Recruiting:

In order to schedule a recruiting visit or informational meeting on-campus, an Organization or Employer must:

- be a legally constituted or chartered organization or employer, as defined above,
- have current or anticipated job openings for college graduates,
- subscribe to the State of Minnesota and Federal Government Equal Employment Opportunity Guidelines,
- be represented by an employee or authorized agent (employment agencies or representatives charging fees to students are not scheduled), and
- subscribe to the College Placement Council's *Principles for Professional Conduct for College Career Planning and Recruitment*.

Assembly Placement Services Committee, 4-9-87

# PRINCIPLES FOR PROFESSIONAL CONDUCT

## Principles for Career Planning

### Colleges and Universities

- Assist individuals in developing a career plan without exerting undue influence.
- Be knowledgeable in the career planning field.
- Be well-versed in administering and evaluating assessment tools.
- Provide a comprehensive program that includes all pertinent campus resources without charge.
- Ensure confidentiality and accuracy of information.
- Encourage and follow nondiscriminatory practices.
- Help fulfill the educational mission of the institution.

### Employers

- Provide accurate, unbiased information without charge.
- Possess a thorough knowledge of the employer's organization and industry.
- Become involved in the career planning process.
- Honor the policies and procedures of individual institutions.

### Students/Clients

- Take responsibility for their own actions in the career planning process.
- Present accurate personal information.
- Honor the principles and procedures of the institution.

## Principles for Placement/Recruitment

### Colleges and Universities

- Establish and monitor practices which ensure the fair and accurate representation of students and the institution in the recruitment process.
- Provide the placement office's professional services to students without charge.
- Make the placement facilities and support services available to employing organizations without charge.
- Promote and follow nondiscriminatory practices.

- Protect the candidate's freedom of choice in selecting a career or position from undue influence by faculty, administrators, and/or recruiters.

- Inform students of obligations they will incur, both financial and otherwise, when utilizing the services of agencies or other organizations performing recruiting services for a fee.

### Employers

- Be responsible for the ethical and legal conduct of the organization's representatives throughout the recruiting process.
- Assure responsibility for all representations made by authorized representatives.
- Utilize only qualified, informed interviewers to represent the organization.
- Respect the legal obligations of placement offices, and request only those services or information that legally can be provided.
- Honor the policies and procedures of individual institutions.
- Refrain from any practice that adversely affects the interviewing and decision-making processes.
- Make a full and accurate presentation of all relevant information during the recruiting process.
- Advise the placement office of all recruiting-related activities not conducted through that office.
- Honor an employment offer that is accepted as a contractual agreement.

### Candidates

- Honor the institution's policies and procedures.
- Prepare for the recruiting process and accurately present qualifications and interests.
- Sign up for interviews only when genuinely interested in the position for which the organization is interviewing.
- Adhere to the interview schedules.
- Notify organizations of the acceptance or rejection of offers by the earliest possible time and no later than the time mutually agreed upon.
- Honor an accepted offer as a contractual agreement. Withdraw from the interviewing process and notify the placement office, as well as other organizations with offers pending.
- Expect reimbursement of expenses incurred during placement/office visits for only those expenditures pertinent to the trip.

## INFORMATION

The Placement Services Committee was requested, by the Steering Committee, to formulate a policy for the Twin Cities Campuses that would serve as a guide for on-campus interviewing related to the placement services of several of the colleges. We were also asked to collaborate with the Senate Committee on Social Concerns, which was considering related issues in view of the concerns expressed about on-campus interviewing by the CIA.

The above recommended policy was developed as a result of such collaboration, and after consultation with officials from other universities, with the placement officers from this campus, and after review of such other policies as we were able to obtain from other universities.

We believe the recommended policy is responsive to the spirit and intent of the resolution passed by the Senate on April 9, 1987, and would serve to help put that resolution into practice. We suggest that the Assembly Committee on Placement Services already has the charge of "... monitoring on-campus recruitment ..." and that it is the appropriate committee to help implement the Senate resolution.

The intent of the proposed policy is to provide optimal opportunities for students to gain information about potential employers, and to specify the responsibilities of the University, the employers and the students in that process.

Lee D. Stauffer  
Chair

EDUCATIONAL POLICY COMMITTEE  
MINORITY PROGRAMS, COMMITMENT TO FOCUS  
Action ( minutes)

MOTION:

That the University Senate endorse the establishment of programs to expand and coordinate recruitment and retention of minority students and faculty on the campuses of the University of Minnesota, as specified in the recommendations of the Special Committee on Minority Programs in Support of Commitment to Focus. Recruitment should be enhanced by establishing a comprehensive, coordinated program to contact and recruit minority students, setting goals for the successful recruitment and admission of high-potential minority high school seniors, developing indices of academic potential appropriate to the educational backgrounds and experiences of nontraditional minority students, expanding and supporting contacts with minority elementary and secondary school students throughout the state, and improving financial aid packages for minority students. Recruitment of minority graduate students should be enhanced by placing the Office of Equal Opportunity in Graduate Studies in the office of an associate dean of the Graduate School who will have primary responsibility for leadership in this area. Retention of minority graduate and undergraduate students should be improved through greater coordination and accountability of minority student programs at the University, provision of facilities commensurate with the needs of these programs, careful tracking of students' progress after entering the University, improved financial assistance to facilitate continuous enrollment of upper-division minority students, enhanced professional and educational opportunities for minority program personnel, and staff-development

programs for academic and student-support personnel to improve awareness, understanding, and communication skills needed for working with minority students. Recruitment of minority faculty members should receive continued coordination and monitoring in collegiate units and campus and central administration, and faculty retention should be addressed by encouraging academic units to find ways to enhance the progress of minority faculty members in their disciplines and in meeting other professional goals. A person in the Office of the Vice President for Academic Affairs should be assigned specific responsibility for leadership and coordination of efforts concerning minority faculty recruitment and retention and for minority student academic-support programs. The Vice President for Academic Affairs should report annually to the Senate on actions taken to implement the recommendations contained in the report of the Special Committee.

**COMMENT:**

The Special Committee on Minority Programs in Support of Commitment to Focus believes that a commitment to increasing racial diversity and success of minority students is essential to achieving excellence in an international research university. SCEP endorses the recommendations in the Special Committee's report and commends the chair and members of the Special Committee for their conscientious analysis of significant issues in the recruitment, retention, and success of minority students and faculty at the University of Minnesota.

W. ANDREW COLLINS  
Chair

EDUCATIONAL POLICY COMMITTEE  
UNDERGRADUATE EDUCATION COMMITTEE

Action (\_\_ minutes)

MOTION:

To amend the Bylaws of the Twin Cities Campus Assembly to add the Undergraduate Education Committee (Article IV.2.B.) as a Standing committee reporting to the Assembly through the Educational Policy Committee.

B. Undergraduate Education Committee

The Undergraduate Education Committee oversees and provides a forum on the Twin Cities campus for the discussion of issues related to undergraduate education in general and to liberal education in particular.

Membership

The Undergraduate Education Committee shall be composed of 7 faculty/academic professional members (with particular consideration given to the breadth of representation from the seven freshman-admitting colleges), 3 students, and ex officio representation as specified by vote of the Assembly.

Members shall be appointed by the Committee on Committees with the approval of the Assembly.

## Duties and Responsibilities

- to monitor compliance with the group distribution requirements.
- to examine issues related to duplication of courses between colléges on the Twin Cities campus and minimize unnecessary proliferation of courses that meet distribution requirements.
- to further the discussion and implementation of ideas for exploratory and integrative courses and for cross-collegiate cooperation. (Colleges should be urged to designate members of the Undergraduate Education Committee from their units to serve as ex officio members of their collegiate curriculum committees.)
- to monitor and direct the review of undergraduate curriculum that will become necessary as the new preparation requirements come into effect.
- to review core curriculum ideas.
- to receive reports on the quality and effectiveness of undergraduate education and on progress in carrying out the recommendations of the Implementation Task Force on Undergraduate Education.
- to foster efforts to improve teaching effectiveness and responsiveness to undergraduate students.
- to further the discussion of issues concerning faculty evaluation and recognition of excellent teaching at the undergraduate level.



- to submit an annual report to the Assembly through the Educational Policy Committee.

MOTION:

To amend the Rules of the Twin Cities Campus Assembly (Article III.2.) to add one ex officio representative from the Office of the Vice President for Academic Affairs to the Undergraduate Education Committee.

MOTION:

To amend the Rules of the Twin Cities Campus Assembly (Article III.5.) to add staff support for the Undergraduate Education Committee from the Office of the Vice President for Academic Affairs.

COMMENT:

The Assembly Committee on Educational Policy believes that efforts to improve undergraduate education on the Twin Cities campus would be enhanced by establishing a Standing committee of the Assembly that is charged with addressing issues of curriculum and educational practice that affect all collegiate units. These issues, raised in part by A Commitment to Focus and also by increased nation-wide attention to the quality of undergraduate education, cannot be adequately addressed by the Educational Policy Committee, which is charged with responsibilities for the review of educational policy at many different levels in the University. The proposed Undergraduate

Education Committee would serve many of the same purposes of the former Council on Liberal Education, but would address a broader range of topics pertaining to undergraduate curriculum and instructional effectiveness. Moreover, as a Standing committee of the Assembly, it would clearly operate within, and benefit from the oversight of, the faculty/academic professional-student governance structure.

The Educational Policy Committee considers effective communication and coordination with collegiate units to be central to the effectiveness of the proposed committee. Therefore, it suggests that collegiate administrators be invited to attend committee meetings on a regular basis and urges colleges to designate members of the Undergraduate Education Committee from their units to serve as ex officio members of their collegiate curriculum committees.

In addition, the Educational Policy Committee believes an administrative staff position should be funded to provide continuity for the committee and to facilitate its cross-collegiate and oversight charges.

COMMENT: The Assembly Committee on Committees endorses the establishment of the Undergraduate Education Committee as proposed.

W. ANDREW COLLINS, Chr.  
Educational Policy Committee

C. ARTHUR WILLIAMS, Chr.  
Committee on Committees

EDUCATIONAL POLICY COMMITTEE  
UNDERGRADUATE EDUCATION COMMITTEE

INFORMATION:

The Senate Committee on Educational Policy endorses the proposal to establish a Twin Cities Assembly Committee on Undergraduate Education and encourages each coordinate campus to establish mechanisms to discuss undergraduate education issues, if it has not already done so. (Refer to Item \_\_\_ on the Assembly agenda.)

C. ARTHUR WILLIAMS, Chr.  
Committee on Committees

W. ANDREW COLLINS, Chr.  
Educational Policy Committee

SENATE CONSULTATIVE COMMITTEE

COMMITTEE ON COMMITTEES

Action ( minutes)

MOTION:

To amend Article IV.1.A. of the Senate bylaws as follows:

"Membership: The Business and Rules Committee shall be composed of 4 faculty/academic professional members, 2 students, and ex officio nonvoting membership of the clerk and parliamentarian of the University Senate. The members shall be appointed by the ~~Senate Consultative Committee~~ Committee on Committees with the approval of the Senate."

MOTION:

To amend Article IV.1.B. of the Senate bylaws as follows:

"The Committee on Committees . . . Duties and Responsibilities (fifth item) - to forward annually to the president an alphabetical list of candidates for each of the committees of the Senate whose members are to be appointed by the president ~~(except the All-University Honors Committee)~~.

The list shall contain more candidates than there are positions to fill for each committee."

MOTION:

To amend Article IV.2. of the Senate rules as follows:

"All-University Honors . . . Membership . . . Faculty/academic professional and student members shall be

nominated by the ~~Senate Consultative Committee~~  
Committee on Committees and approved by the president..."

COMMENT:

The Committee on Committees appoints (subject to Senate approval) the faculty/academic professional and student membership of most committees of the Senate. The Consultative Committee appoints (subject to Senate approval) the faculty/academic professional and student members of the committees on Business and Rules, Finance, Planning, and (subject to the President's approval) All-University Honors.

Unremitting and increasing demands upon the Senate Consultative Committee lead us to recommend that responsibilities for membership appointments for the Business and Rules and All-University Honors Committees be shifted to the Committee on Committees. The Committee on Committees is particularly well prepared to carry out these responsibilities. Because the roles, functions, and compositions of the committees on Finance and on Planning have a special congruence with the Senate Consultative Committee we do not propose to change the responsibilities for membership appointments for these bodies at this time. The Senate Consultative Committee will continue to appoint, or to advise the President and Vice Presidents about membership on, such ad hoc committees and task forces as are important to special Senate actions or extraordinary administrative activities.

ELLEN BERSCHIED, Chr.  
Senate Consultative Committee

C. ARTHUR WILLIAMS, Chr.  
Committee on Committees



UNIVERSITY OF MINNESOTA

University Senate Consultative Committee  
N307 Elliott Hall  
75 East River Road  
Minneapolis, Minnesota 55455  
Telephone: (612)626-1850  
May 1, 1987

Professor W. Andrew Collins  
Chair, Assembly Committee on Educational Policy  
190 Child Development

Subject: Grading policies

Dear Andy:

At its meeting yesterday, the Assembly Steering Committee addressed the recommendation from the Student Academic Support Services Committee to change from a four-point letter grading system to an eleven-point system using letter grades with plusses and minuses. The Committee believes that the proposal should be carefully considered by the Educational Policy Committee before being presented to the Assembly. (We had told Richard Jones, the SASS Chair, that we would probably steer the motion to ACEP.) If your committee's schedule permits adequate attention to the question this spring, the Steering Committee will look at ACEP's response at its first fall meeting, in plenty of time to meet the October 15 docket deadline for the Fall Quarter Assembly meeting, October 29.

Attached with Professor Jones' report of the SASS action is a copy of the additional materials he sent to us: the results of the student/faculty survey and a letter from Professor Tom Clayton.

It occurred to some Steering Committee members that perhaps the about-to-be-created Undergraduate Education Committee should also consider the grading change proposal. In fact, some of our members forecast that in the future many issues will appear to call for the attention of both the ACEP and the Undergraduate Education Committee. Since we have steering responsibility, we'd appreciate any suggestions from ACEP on how to parcel out future issues to the two committees.

Sincerely,

Ellen Berscheid  
Chair, Assembly Steering  
Committee

EB:mp

c: Richard Jones

Encl.

bc: Shirley Clark, Assoc. Chr.  
Roy St. Laurent, SSCC Chr.

Phil Shively, Chair-elect