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Northeastern University

Faculty Senate Meeting Minutes

Faculty Senate

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Faculty Senate Meeting Minutes : 04/15/2002

Robert P. Lowndes
Northeastern University

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TO: FACULTY SENATE
FROM: ROBERT P. LOWNDES, CHAIR, FACULTY SENATE
SUBJECT: MINUTES, 2001-2002 FACULTY SENATE, 15 APRIL 2002

Present: (Professors) Aroian, Baclawski, Fox, Hall, Herman, Kane, Kelleher, Levine, Lowndes, Metghalchi, Naylor, Platt, Powers-Lee, Rupert, Shafai, Sullivan, Vaughn, Wertheim, Willey
(Administrators) Onan, Pantalone, Rigg

Absent: (Professors) Barnes, Bobcean, Boisse, Bruns, Flym, Giessen, Gilbert, Gilmore, Hope, Rotella, Wallin, Wray
(Administrators) Hall, Greene, Mantella, Meservey, Pendergast, Putnam, Zoloth

Convened by Professor Lowndes at 12:15 p.m.

I. **Minutes.** The minutes of 25 February were approved.

II. **SAC Report.** Professor Lowndes gave the following report.

A. **Meetings.**

SAC met once since last week's meeting and focused primarily on setting this and subsequent agendas for the upcoming weekly Senate meetings. The semester conversion resolutions will be considered without interruption, and it would appear that a further vote by the Teaching Faculty will be needed. He reminded senators that the Senate would be on a weekly meeting schedule until further notice.

B. **Faculty Development Committee Report.**

The Faculty Development Committee Report has been received and will be distributed shortly to Senators.

C. **Next Senate meeting: 22 April in Raytheon Amphitheater (240 Egan).**

III. **Question and Discussion Time.**

There were no questions.

IV. **Semester Conversion Resolutions.**

Executive Vice Provost Pantalone reported that curricula are available and ready to be loaded into the system by the Registrar's Office. All students who enter the University in the quarter system and graduate in the semester system will be contacted in order to answer any questions they may have. By summer 2004, the University will be open on Fridays, but staff will still have a four-day schedule. HRM will announce the details and dates. A four-year accelerated option is under consideration so that some students can graduate early. A 12-sequence model is also under consideration. If feasible, it would permit 150 more sections.

Executive Vice Provost Pantalone moved Resolution #1, and the motion was seconded. Resolution #1 read as follows:

1) **WHEREAS**
The Cipolla Committee surveyed other schools to determine usual credit hour requirements and examined federal guidelines for financial aid in recommending semester credit hour requirements and

WHEREAS
We have as an institution publicly stated for many years that one quarter credit hour is equal to .75 semester credit hour,

BE IT RESOLVED THAT:

Full-time undergraduate:
- **minimum of *128 semester hours* (176 QH) to graduate with a bachelor's degree.**
- **minimum of *64 semester hours* (87 QH) to graduate with an associate's degree.**
- **student must be in residence for 32 (48 QH) *of the last 40 semester hours* (a minimum of three full-time quarters at Northeastern immediately preceding graduation).**
- **credits are valid for ten years (Courses taken more than ten years prior to Northeastern enrollment, or reinstatement to the University, will be reviewed for applicability to a degree program by the appropriate curriculum committee).**

Lowell Institute:
- **minimum *of 128 semester hours* (176 QH) to graduate with a bachelor's degree.**
- **minimum of *64 semester hours* (87 QH) to graduate with an associate's degree.**
- **student must be in residence for 32 (48 QH) *of the last 40 semester hours* (a minimum of three full-time quarters at Northeastern immediately preceding graduation).**
- **credits are valid for ten years (Courses taken more than ten years prior to Northeastern enrollment, or reinstatement to the University, will be reviewed for applicability to a degree program by the appropriate curriculum committee).**

University College:
- **minimum of *120 semester hours* (174 QH) to graduate with a bachelor's degree.**
- **minimum of *60 semester hours* (87 QH) to graduate with an associate's degree.**
- **last *30 semester hours* (45 QH) must be completed at University College for the bachelor's degree.**
- **last *15 semester hours* (24 QH) must be completed at University College for the associate's degree.**
- **minimum of *9 semester hours* (12 QH) in the major concentration must be completed at University College for a bachelor's degree.**
- **minimum of *6 semester hours* (6 QH) in the major concentration must be completed at University College for an associate's degree.**
- **maximum of *6 semester hours* (9 QH) of transfer credit may apply to a certificate.**
- **maximum of *12 semester hours* (18 QH) of assessment of prior learning may be applied to either an associate's or a bachelor's degree.**
- **maximum of *8 semester hours* (12 QH) may be accepted from the Modern Language Proficiency Examination.**

Graduate:
- **minimum of *30 semester hours* (40 QH) to graduate with a master's degree.**
- **minimum of *24 semester hours* (40 QH) beyond the masters degree to earn a Certificate of Advanced Graduate Study.**

Honors:
- **full-time undergraduate: a student must complete *60 semester hours* (72 QH) in residence to be eligible for honors.**
- **part-time undergraduate: a student must complete *60 semester hours* (72 QH) in residence to graduate with honors.**

Dual Major: A student earns a single degree and receives a single diploma. The

curriculum is a combination of the two majors with a total credit-hour requirement of at least *128 semester hours* (176 QH) in the full-time undergraduate programs and at least 120 *semester hours* (174 QH) in University College.

Discussion followed on comparisons between the day colleges and UC, particularly with regard to the number of credits needed to graduate. UC will continue with the three-credit model. Also, students who study abroad will continue to be considered students in residence. Graduate degrees will convert from 40 quarter hours to 24 semester hours.

There being no further questions, the Senate turned to a vote.

Vote on Resolution #1: PASSED, 21-0-1.

Executive Vice Provost Pantalone moved Resolution #2, and the motion was seconded. Resolution #2 read as follows:

2) WHEREAS
The English Department and the UUCC recommend that the current full-time undergraduate English requirement be modified for the semester system to maintain the same contact time as in the quarter system but distributed equally between the freshman and middler years,

BE IT RESOLVED THAT:

Completion of Freshman Writing and Middler Year Writing will require a C or better. Middler Year Writing should be taken after completing 56 *semester hours* (80 QH).

[Note: this new requirement is an equivalent amount of time spent on writing. However there is a shift to the upper level. The English Department argued that the Middler Writing should be retained.]

Professor Metghalchi recommended that the grade be uniform across the University. Professor Herman noted that it is not uniform now. He would prefer a C- rather than a C as the lowest satisfactory grade. He added that many writing courses are given by departments other than English.

Motion. Professor Herman moved to divide the question in order to consider, as the first part, the Middler Year Writing Requirement being taken after completing 56 semester hours (80QH), and, as the second part, the requirement of a C or better for completion of Freshman and Middler Year Writing. The first motion would then read as follows:

WHEREAS
The English Department and the UUCC recommend that the current full-time undergraduate English requirement be modified for the semester system to maintain the same contact time as in the quarter system but distributed equally between the freshman and middler years,

BE IT RESOLVED THAT:

Middler Year Writing should be taken after completing 56 *semester hours* (80 QH).

[Note: this new requirement is an equivalent amount of time spent on writing. However there is a shift to the upper level. The English Department argued that the Middler Writing should be retained.]

Vote to divide: PASSED, 20-1-1.

Discussion elicited the views that classroom experience helps to provide the skills students need in order to take the Middler Year Writing course, and it is sometimes difficult for students to fit certain courses into their schedules. For example, some seniors take freshman physics.

Vote: PASSED, 20-0-2.

The Senate then turned to the second part of the divided motion, which read as follows:

BE IT RESOLVED THAT:

Completion of Freshman Writing and Middler Year Writing will require a C or better.

Motion. Executive Vice Provost Pantalone moved to postpone the second part of Resolution #2 to the next meeting, when someone from the English department could be present. The motion was seconded.

Vote to postpone: PASSED, 20-0-1.

Executive Vice Provost Pantalone moved Resolution #3, and the motion was seconded. Resolution #3 read as follows:

3) WHEREAS
There are numerous places in the Graduate Council By-Laws and the University catalogues where the term "quarter" is used as a denoter of time with no impact on policy,

BE IT RESOLVED THAT:

All references to "quarter" as a time denoter be changed to "semester" or "term" if the reference included the School of Law in the Graduate By-Laws and the University catalogues.

There being no objection, the Senate turned to a vote.

Vote on Resolution #3: PASSED, 20-0-1.

Executive Vice Provost Pantalone moved Resolution #4, and the motion was seconded. Resolution #4 read as follows:

4) BE IT RESOLVED THAT:

Faculty who have continuously held 45-week non-chair appointments will receive 2.5 semester appointments beginning in fall 2003. The faculty member's teaching, scholarship and service obligations to the University will encompass the fall and spring semesters and one summer term.

Discussion followed on calendar interpretations as either fiscal or academic.

Motion. Professor Herman moved to amend by adding "**normally**" before "**encompass**", and the motion was accepted as a friendly amendment.

The understanding was that flexibility would be possible if the dean and chair were in agreement.

Resolution #4 then read as follows:

BE IT RESOLVED THAT:

Faculty who have continuously held 45-week non-chair appointments will receive 2.5 semester appointments beginning in fall 2003. The faculty member's teaching, scholarship and service obligations to the University will normally encompass the fall and spring semesters and one summer term.

Vote on Resolution #4, as amended: PASSED, 21-0-1.

Executive Vice President Pantalone moved Resolution #5, and the motion was seconded. Resolution #5 read as follows:

5) BE IT RESOLVED THAT:

Add to section IV.D.2.a on p. 68 of the *Faculty Handbook*
The normal summer term appointments (for extra compensation or for 2.5 semester faculty) for faculty begin on the Monday of the week in which the summer term classes begin. Such appointments end on the Friday of the week in which the summer term grades are due.

There being no objection, the Senate turned to a vote.

Vote on Resolution #5: PASSED, 21-0-1.

Executive Vice President Pantalone moved Resolution #6, and the motion was seconded. Resolution #6 read as follows:

6) BE IT RESOLVED THAT:

In section IV.D.2.a on p. 77 of the *Faculty Handbook*, replace
There are three types of sabbatical leaves open to all eligible faculty members.

with
There are two types of sabbatical leaves open to all faculty members with semester appointments. In making an application, faculty members must specify which plan they wish to follow. The two plans are: one semester with full salary or 2 semesters with one-half salary. For two and one-half semester faculty, there will be an additional option of one semester and one summer term with two-thirds salary.

There are three types of sabbatical leaves open to faculty in the School of Law….

Professor Metghalchi asked whether a dean can deny a sabbatical. Professor Onan noted that, while it seldom happens, a dean can refuse a sabbatical. Professor Lowndes commented that a dean can turn a sabbatical proposal down based on its merits or seek a delay without subsequent penalty for coverage reasons, but should not be able to force a faculty member to choose an option (ie full year instead of one and half quarters) that the faculty member does not want.

There being no further discussion, the Senate turned to a vote.

Vote on Resolution #6: PASSED, 21-0-1.

Executive Vice President Pantalone moved Resolution #7, and the motion was seconded. Resolution #7 read as follows:

7) BE IT RESOLVED THAT:

For the purpose of tenure consideration, faculty who join the University after January 1 will not have that current academic year counted in the time toward tenure.

Discussion followed on the issue that if a faculty member is not here for one of two semesters it would not count toward tenure. Dr. Pantalone noted that the clock starts in the fall if the faculty member is here in the spring.

Motion. Dr. Pantalone offered to add, as a friendly amendment, the words "**on or**" before "**after**". There was no objection. Resolution #7 then read as follows:

BE IT RESOLVED THAT:

For the purpose of tenure consideration, faculty who join the University on or after January 1 will not have that current academic year counted in the time toward tenure.

Executive Vice President Pantalone moved Resolution #8, and the motion was seconded. Resolution #8 read as follows:

8) BE IT RESOLVED THAT:

In section IV.D.2.b on p. 70 of the *Faculty Handbook*, replace
No faculty member, however, can be employed to teach for four academic quarters in successive years, except under extraordinary circumstances, and then only if such employment is approved in advance by the Provost.

with
Faculty cannot be required to teach extra quarters or semesters.

Motion. Professor Vaughn moved to substitute "**terms beyond those in their basic appointments**" for "**quarters or semesters**". This was accepted as a friendly amendment.

Resolution #8 then read as follows:

BE IT RESOLVED THAT:

In section IV.D.2.b on p. 70 of the *Faculty Handbook*, replace
No faculty member, however, can be employed to teach for four academic quarters in successive years, except under extraordinary circumstances, and then only if such employment is approved in advance by the Provost.

with
Faculty cannot be required to teach extra terms beyond those in their basic appointments.

Vote on Resolution #8: PASSED, 21-0-1.

Adjourned at 1:20 p.m.

Respectfully submitted,

Robert P. Lowndes
Chair, Senate Agenda Committee