

D R A K E U N I V E R S I T Y
FACULTY SENATE MEETING AGENDA

The Drake University Faculty Senate will meet in regular session on
February 16, 2005 in Levitt Hall, Old Main at 3:30 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of January 2005 minutes
4. Report from President Maxwell
5. Report from Provost Troyer
6. Report from President Bartschat
7. Unfinished Business
 - a) Motion to change the catalog description of the 'Incomplete' and the 'In Progress' Grade
The changes are indicated in **bold**.

The mark "I" (Incomplete) indicates a student has not submitted all evidence required for a final grade, **due to extraordinary circumstances (e.g., a serious illness or a death in the immediate family)**. The student must make satisfactory arrangements with the instructor to complete the work **by the end of** the next semester of enrollment (**excluding enrollment in summer terms**). The instructor writes out the conditions that must be met to remove the incomplete. **As a component of these conditions, the instructor may demand an accelerated deadline (e.g., the midterm of the following semester) or may provide an extended deadline if special circumstances warrant (e.g., a semester abroad, student teaching, etc.). The instructor will indicate the final grade for the course in the event the work is not completed. The statement is filed** with the dean of the student's college or school. **A copy is also given to the student.** Marks of incomplete are changed to a final grade **either by the instructor (upon completion of the work) or by the Office of Student Records (if the work is not completed after one semester has passed)**. Marks of incomplete are not computed in the grade point average.

The mark of "IP" (In Progress) may be given in certain courses **where** special conditions **make** the grade of Incomplete **unrepresentative of** the status of the students at the close of the semester. **The grade of "IP" is appropriate only when the coursework could not be finished during the semester for the entire class (e.g., internships, practicums, or courses that do not fit the standard academic calendar; fieldwork or research presentations that may take place after a semester has ended; theses or dissertations; or other special situations where coursework extends beyond one semester). A grade of "IP" must be changed to a final grade by the instructor by the end of the next semester. The instructor must indicate to the appropriate dean's office in what courses students will be assigned an "IP."**

This new version would begin with grades issued for the Spring 2005 semester. That is, during January 2006, the first automatic grade changes would replace any remaining 'I's' issued for the Spring 2005 semester.

Amendment

A student may not graduate/earn a degree from Drake University with an "I" (Incomplete) or an "IP" (In Progress) notation on his/her transcript.

Implementation: This rule will take effect for the Spring 2005 semester registrations.

Thus all students in the Spring 05 semester and in future semesters/terms will not graduate until any "I" or "IP" has been changed to a grade for those semesters. This rule does not apply to the semesters of enrollment prior to Spring 05.

Students who are new to Drake and enrolling for the first time beginning with the Spring 05 semester are subject to this rule and may not graduate from Drake with an "I" or "IP" on their transcripts.

New Business

A.) The Faculty Senate endorses the recommendation of the Retiree Benefits Task Force and the University Benefits Committee that Drake University switch all Medicare-eligible participants to the "Humana Gold Choice" plan for health insurance coverage, Effective 1 June 2005

The three page full report is available at: <http://www.drake.edu/lib/rbtf-recommend.pdf>

B) Approve the recommendation from the University Curriculum Committee to grant official university recognition to the Global Ambassador certificate program

C.) Approve the recommendation from the University Curriculum Committee that after successful completion, academic concentrations and certificate programs shall appear on the student's transcript. These academic concentrations and certificate programs are officially approved by their home college or school or, in the case of an interdisciplinary offering, approved by Faculty Senate.

D.) Approve 2006-2007 and 2009-2010 calendars **with** the following amendment (to become active in Summer 2005 term) to the
GUIDELINES FOR THE CONSTRUCTION OF THE DRAKE UNIVERSITY
CALENDAR Section 2.D.

The Summer session is organized into two five-week terms. The beginning of the first five-week term shall be determined in reference to the closing dates of the public schools in the Des Moines Metro area. **Summer four and five-week terms will end on Sundays at 6:00 p.m.**

The changes are indicated in **bold**.

9. Adjournment