

## Motions Passed, Faculty Senate 1999-2000

### Motion 00-01:

*Motion to change section 2C of the Guidelines to the Construction of the Academic Calendar*  
2.C. The Spring term shall begin on a Monday concurrently for day and evening classes, last 17 calendar weeks and consist of 73 class days so that the Commencement exercises are held *on a Saturday* (alternately on a Saturday or Sunday afternoon) not later than May 19.

Note: Words in italics to be added; Words in parentheses to be deleted

The motion was made and seconded to refer the matter to the original committee.

The motion passed.

### Motion 00-02:

*To make the eight Outcomes Committees into one committee*

The motion to consider this new main motion past five minutes was defeated.

### Motion 00-03:

*Accept the structure of the Drake Curriculum Committees*

The motion passed on a voice vote.

### Motion 00-04:

*To revise Faculty Manual 2.133 Recording and Reporting of Student Absences*  
*Each faculty member is expected to monitor student attendance and class performance. Students are expected to attend all class sessions and to be punctual. Drake University expects students to complete all assignments for class sessions they miss.*

*Each faculty member sets specific requirements in reference to attendance. Those requirements should be clearly written and fully explained to each class at the beginning of the term. Any absences the faculty member deems excessive should be discussed with the student. Absences that may result in failure to successfully complete the course should be reported promptly to the Dean's Office of the student. The Dean's office will then make necessary inquiries and take appropriate action.*

*Faculty members are urged to provide an opportunity for students to make up work missed as a result of legitimate absences (such as family emergency, student illness, religious observances or university sponsored functions), where making up the work is consistent with the academic objectives of the course. Each faculty member who wishes to verify an absence may do so by requesting a verification of the legitimacy of the absence from the student. (as amended)*

The motion passed on a voice vote.

### Motion 00-05:

*Faculty Senate endorses the Academic Review Process as outlined by President Maxwell.*

The motion was accepted by unanimous vote.

### Motion 00-06:

*To hold a Faculty Senate meeting in two weeks to respond to motion(s) from the Senate Executive Committee concerning the Review & Priorities Advisory Committee process and mandate.*

The motion was accepted by unanimous vote.

**Motion 00-07:**

*Charge to the Review and Priorities Advisory Committee*

The Committee shall be an ad hoc committee of the faculty senate to serve as the advisory body to the president on program review recommendations from the provost and the nonacademic program review steering committee. The Committee shall coordinate and facilitate communication on the academic and nonacademic review processes and will coordinate public hearings on the recommendations of the President. The faculty representatives from the Committee shall serve as an advisory committee to the provost for prioritization of academic programs.

The motion passed on a voice vote.

**Motion 00-08:**

*Membership and Selection Process for the Review and Priorities Advisory Committee*

a) Membership

The Committee shall be constituted by nine members from the Faculty of Instruction who are tenured or tenure-track, one member each from the schools and *colleges of Business, Education, Journalism, Law and Pharmacy* and the four divisions in the College of Arts and Sciences (*Fine Arts, Humanities, Natural Sciences and Social Sciences*) plus one representative from the Bargaining Unit, one from the SSEC (Staff Suggestion and Evaluation Committee), two from the Administrative Council, and one from the student body.

b) Selection Process

The faculty members shall be selected through a process of nomination and election. Each college, school, or division shall nominate a minimum of two and maximum of five candidates from within that college, school, or division. The dean shall verify the willingness of each candidate to serve on the Committee prior to forwarding the names to the President of the Faculty Senate no later than March 15, 2000. Diversity within the candidate pool is strongly encouraged. Candidates whose name appears on the ballot will be asked to furnish no later than March 27, 2000, a one-paragraph statement of introduction that describes what perspectives they would bring to the Committee and what contributions they would make to the process. Election of the Committee shall take place in the first week of April 2000. Each tenured and tenure-track member of the Faculty of Instruction may vote for one candidate in each of the nine divisions represented on the ballot. The chair of the committee will be appointed by the Faculty Senate Executive Committee.

Each of the non-faculty areas to be represented on the Committee shall present a slate of at least three names from within that area to the President no later than March 31, 2000. The President shall select from the names furnished to complete the membership of the Committee.

The membership of the Committee shall be announced the second week of April 2000, and the Committee shall meet and receive its charge at this time.

The motion as amended passed.

**Motion 00-09:**

*Amend Senate motion 00-08, section b paragraph one  
Membership and Selection Process for the Review and Priorities Advisory Committee*

The motion as amended passed.

b) Selection Process

The faculty members shall be selected through a process of nomination and election. Each college, school, or division shall nominate a minimum of two and maximum of five candidates from within

that college, school, or division. The dean shall verify the willingness of each candidate to serve on the Committee prior to forwarding the names to the President of the Faculty Senate no later than March 15, 2000. Diversity within the candidate pool is strongly encouraged. Candidates whose name appears on the ballot will be asked to furnish no later than March 27, 2000, a one-paragraph statement of introduction that describes what perspectives they would bring to the Committee and what contributions they would make to the process. Election of the Committee shall take place in the first week of April 2000. *All Faculty of Instruction who are normally eligible to vote in Senate elections may vote for one candidate in each of the nine divisions represented on the ballot.* The chair of the committee will be appointed by the Faculty Senate Executive Committee.

**Motion 00-10:**

*Adopt the EPI report on the Student Senate motion AA-111199-C concerning Mid-semester feedback*

The motion to refer to committee passed.

**Motion 00-11:**

*Amend the Faculty Manual/Faculty Senate committee listing description and committee membership information of the Animal Care and Use Committee to current Public Health Service Guidelines*

5.12 INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)

The Institutional Animal Care and Use Committee (IACUC) reports to the Educational Policies and Issues Committee and is responsible, through experience and expertise of its members, to oversee the institution's animal program, facilities and procedures.

The IACUC consists of at least seven members. The membership will include at least three Drake faculty members actively involved in animal use for research or teaching. The Chair will be a faculty member appointed by the Faculty Senate Executive Committee. The committee will also include one member not affiliated with the institution in any way other than as a member of the IACUC. This person will not be a member of the immediate family of a person who is affiliated and is expected to represent general community interests in the proper care and use of animals and should not be a laboratory animal user. Also included will be one member *from the Faculty or Staff* from a non-scientific area, one Doctor of Veterinary Medicine and the Drake University Animal Vivarian (*caretaker*). The Veterinarian and Vivarian are permanent members of the committee, and the others are appointed to staggered two-year terms.

The motion passed.

**Motion 00-12:**

*approve changes to the Undergraduate Dependent Tuition Rebate Coverage*

On a voice vote, the motion passed.

**Motion 00-13:**

*The Executive Committee of the Student Senate recommends that mid-semester feedback be encouraged in all courses. The professor will collect the feedback for prompt review on the course's progress.*

A friendly amendment was offered and accepted which rearranged the language and exchanged 'obtain' for 'collect' and 'timely' for 'prompt'. A reminder was made that the implementation is not binding.

*Mid-semester feedback is encouraged in all courses.*

*The professor will collect the feedback for timely review on the course's progress.*

The motion as amended passed.

