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**Academic Standards and Calendar Committee Report #79-80-8:
Amendment to section 8.55.18 of the University Manual and
Deletion of sections 8.12.14 and 8.12.16**

University of Rhode Island Faculty Senate

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Recommended Citation

University of Rhode Island Faculty Senate, "Academic Standards and Calendar Committee Report #79-80-8: Amendment to section 8.55.18 of the University Manual and Deletion of sections 8.12.14 and 8.12.16" (1980). *Faculty Senate Bills*. Paper 692.
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UNIVERSITY OF RHODE ISLAND
Kingston, Rhode Island

FACULTY SENATE
BILL

Adopted by the Faculty Senate

RECEIVED
UNIVERSITY OF R. I.
SEP 22 1980
OFFICE OF THE PRESIDENT

TO: President Frank Newman

FROM: Chairperson of the Faculty Senate

1. The attached BILL, titled Academic Standards and Calendar Committee Report #79-80-8: Amendment to section 8.55.18 of the University Manual and Deletion of sections 8.12.14 and 8.12.16,

is forwarded for your consideration.

2. The original and two copies for your use are included.

3. This BILL was adopted by vote of the Faculty Senate on September 11, 1980 (date).

4. After considering this bill, will you please indicate your approval or disapproval. Return the original or forward it to the Board of Regents, completing the appropriate endorsement below.

5. In accordance with Section 8, paragraph 2 of the Senate's By-Laws, this bill will become effective on October 2, 1980 (date), three weeks after Senate approval, unless: (1) specific dates for implementation are written into the bill; (2) you return it disapproved; (3) you forward it to the Board of Regents for their approval; or (4) the University Faculty petitions for a referendum. If the bill is forwarded to the Board of Regents, it will not become effective until approved by the Board.

September 17, 1980
(date)

Alvin K. Swonger
Alvin K. Swonger
Chairperson of the Faculty Senate

ENDORSEMENT

TO: Chairperson of the Faculty Senate

FROM: President of the University

1. Returned.

2. a. Approved ✓.

b. Approved subject to final approval by Board of Regents _____.

c. Disapproved _____.

9/24/80
(date)

F. Newman
President

UNIVERSITY OF RHODE ISLAND
FACULTY SENATE

ACADEMIC STANDARDS AND CALENDAR COMMITTEE
REPORT #79-80-8
August 1980

BACKGROUND:

The recent Senate legislation (See, F.S. Minutes #14--80-4-17) changing the deadline for dropping courses has required review of and adjustment in related University Manual regulations. The recommendations below stem from that review.

RECOMMENDATIONS:

The Academic Standards and Calendar Committee recommends:

- 1) that section 8.55.18 be changed by replacing the word "may" with the word "shall" and the phrase "the last day for dropping a course" by the word "mid-term" so that the section shall read

8.55.18 A student shall notify the Registrar before ~~mid-term~~ ^{Midsemester} that he or she has decided not to use the pass/fail option.

- 2) that sections 8.12.14 and 8.12.16 -- given below -- be deleted.

8.12.14 Each time class rosters are distributed by the Registrar after classes begin, each course instructor shall be given the opportunity to delete from the class rosters the names of students, who, to the Instructor's knowledge, have never attended class. The Registrar shall then drop from the respective courses, without academic penalty, every student thus reported, and shall at once notify each student involved, and shall bill each student involved \$5.00 for each course so dropped.

8.12.16 A student may drop a course later than the announced expiration date for dropping if at mid-term the student has requested but received no evaluation of his or her work in the course. Such a drop requires the consent of the department chairperson. However, in the absence of the chairperson, or if the chairperson is the instructor, the student may drop the course with the consent of the dean of the college.

J. Demitroff (Ex-officio)
A. Gaines
L. Gemma (Std.)
J. Kowalski (Chairman)
D. McGuire (Std.)
D. May
J. Morello
P. Moretti (Grad. Std.)
C. Osborne
J. Sheehan

TEACHING EFFECTIVENESS AND FACILITIES COMMITTEE

AUDIO-VISUAL CENTER REPORT

BACKGROUND INFORMATION

In March of 1978, the Teaching Effectiveness and Facilities Committee (TEFC), was charged by the Faculty Senate Executive Committee to "examine and make recommendations to optimize the quality and quantity of audio-visual support for faculty at the University of Rhode Island." This action was prompted by a perceived inequitable distribution of audio-visual (AV) equipment in different classrooms around campus and an inconvenient mechanism for this distribution and use of AV equipment in classrooms around campus. The Executive Committee also communicated its belief that "teaching effectiveness is predicated ... on the strength of such support systems as audio-visual facilities."

In the Fall of 1978, the TEFC began what was to become a lengthy study of the AV Center at URI. The Committee met with Dick Howard, then Acting Director of the Center, on several occasions and toured the facility. The TEFC also spent a day touring the AV Center at Rhode Island College, in order to provide a basis for comparison. (The members of the TEFC are grateful to Mr. Roland Mergener, Director of the AV Center at Rhode Island College, for his gracious hospitality, time, and generous provision of information about his Department.)

In order to meet its charge, the TEFC decided that it would be desirable to assess faculty and student perception of the strengths and weaknesses of the AV Center, as well as gauge demand and use of AV services and equipment. While TEFC members abhorred the idea of another opinion survey, a viable alternative was not forthcoming.

At about this time, the TEFC learned that Assistant Vice President for Academic Affairs Pezzullo, was engaged in a review of the AV Center to be conducted by outside consultants. During the Spring of 1979, the TEFC met on several occasions with the team of consultants, headed by Dr. Lee Denike, Chairman of the Department of Communications/Media at Fitchburg State College. A questionnaire was developed and sent to faculty in April 1979. Approximately 21% of the faculty completed the questionnaire, and 68% of the respondents were current AV users. In addition to analyzing responses on returned faculty questionnaires, the consulting team personally interviewed a number of faculty and students regarding their perceptions of the AV Center. The results* of their analysis of the data and their recommendations, were sent to Assistant Vice President Pezzullo, and forwarded to the TEFC in the Fall of 1979. The recommendations of the Fitchburg consultants and an accompanying set of modified recommendations by Dean Bernie Schlessinger and Thomas Surprenant of the Graduate Library School became the

*Available at the Office of the Assistant Vice President for Academic Affairs, Thomas Pezzullo.

basis for interminable debate by the TEFC. These debates included Thomas Pezzullo, Bernie Schlessinger, Thomas Surprenant and Dick Howard. The TEFC is grateful for their time, cooperation, and valuable contributions.

On the basis of these consultations and its own deliberations the Committee has agreed on the following recommendations.

RECOMMENDATIONS

I. CHANGES IN STRUCTURE AND ORGANIZATION

A. Organizational:

1. That a permanent Director of the AV Center be appointed. The present Acting Director should be given priority consideration.
2. That four new positions be assigned as soon as possible to the AV Center in the following priority order:

- a. Electronic Technician II: Repair/Maintenance
- b. Media Services Coordinator*
- c. Electronic Technician II: Repair/Maintenance (TV)
- d. Senior Clerk Typist

3. That substantial increases in both operating and capital budgets for the AV Center be provided in order to bring the level of services in line with comparable institutions.

Budget allocations in the area of capital have not kept pace with the increasing demand for equipment by the faculty. Much of the department's present hardware collection is out of date and requires constant servicing due to heavy utilization. As a result some faculty requests for materials have to be denied because the equipment is not available. Thus, an increase of capital monies is required for acquisition of media materials to replace outdated equipment. Acquisition of additional equipment would also facilitate increased faculty use of AV aids by providing facilities for planned satellite centers (see below).

The establishment of these satellite centers will require security provisions such as locked cabinets/rooms and (in cases where very expensive equipment is stored) electronic security devices.

4. That AV personnel, in conjunction with Instructional Development Program (IDP) personnel and the Office of the Coordinator of Research, prepare proposals for submission to various foundations/granting agencies.

*) Duties: Provide workshops for faculty in coordination with the IDP. Create software materials for use in the AV Center, and assist faculty in the preparation of media materials for classroom presentations, conferences, and public information. Expand and coordinate satellite AV centers in new locations on campus. Supervise students regulating the use of AV equipment in classrooms and auditoriums.

B. Centralization of equipment and services:*

1. That the Director of the AV Center shall maintain a centralized inventory and control system of all AV equipment and services for instructional purposes, including those under the direct control of the AV Center and those housed elsewhere on all campuses.
2. That equipment currently placed in individual departments be included in the inventory and upon mutual agreement of each chairperson/dean and the Director of AV, it shall:
 - a. remain within the exclusive use of the Department/College; or
 - b. be transferred to AV for circulated use; or
 - c. be shared with AV and circulated within limits agreed to by the Department/College.
3. That a network of vandal-proof storage areas be installed throughout the Kingston campus to increase accessibility to equipment which is controlled through the centralized inventory.
 - a. these areas be wired to the campus police.
 - b. circulation/maintenance report be controlled by a department designated by the Director of AV.
 - c. standardized forms for check-in/check-out be provided.
 - d. a listing indicating the location of each storage area and the available equipment be sent to all chairpersons/deans.
 - e. regular preventive maintenance schedules of all storage area equipment be conducted by the AV Center.
4. That a mechanism be instituted whereby the Director of AV review and provide advice regarding all university AV equipment and materials purchases.
5. That an attempt be made toward standardization of equipment.
6. That an attempt be made toward standardization of media formats.
7. That self-sufficient off-campus centers be established and equipped on the Bay Campus, at the Extension Division, and at the Alton Jones Science Center. That these centers be under the control of the Director of AV.
8. That the services of the centralized facility be widely publicized annually.

*) See Appendix I: Equipment currently available for instructional purposes at the AV Center; and
Appendix II: Services currently provided by the AV Center