

**AGENDA FOR
UNIVERSITY SENATE MEETING**

(Meeting #6, 2014-15)

March 26, 2015

4:00 p.m.

LB (Letterman Building) Room 125

Cyber-Security (ID Theft/Tax Fraud)

Phil Repp, Vice President
Information Technology

Loren Malm, Associate Vice President for
Information Technology

Approval of the Minutes of February 26, 2015

I. Announcements

A. Next Scheduled Meetings

Senate Agenda Committee – Monday, April 13, 2015 (LB 104). *Please forward agenda items to the senate office no later than noon on the Thursday before the Monday meeting.*

University Senate – Thursday, April 23, 2015, Letterman Building (LB), Room 125

THIS WILL BE THE FINAL MEETING FOR 2014-15.

THE FIRST MEETING FOR 2015-16 WILL CONVENE IMMEDIATELY FOLLOWING THE ADJOURNMENT OF THE PRIOR MEETING.

B. Program Information – Academic Posting 2014-15, Volume XLVI-4, (Enclosure #1)

II. Recognition of Deaths

Clarence R. Deitsch
Professor Emeritus of Economics
38 Years of Service

Ethel Mae Haave
Professor Emerita of English
30 Years of Service

Martha (Chapman) Lane
Elementary Education and Burriss Laboratory School
22 Years of Service

III. Council/Committee/Student Senate Reports

A. Governance and Elections Committee – Chin-Sook Pak, Vice Chairperson

- B. Faculty Council – Michael Hanley, Chairperson
- C. University Council – Jennifer Jones-Hall, Chairperson
- D. Campus Council – Kevin Thurman, Chairperson
- E. Student Senate – Nicholas Wilkey, President, Student Senate
- IV. Report by Chairperson of Senate – Amy Harden (Enclosure #2 - Issues in the Senate System)
- V. Questions Directed to the President
- VI. Question and Answer Period
- VII. Unfinished Business
- VIII. New Business
 - A. Dual Master’s Degree – Graduate School (Enclosure #3)
 - B. Anti-Nepotism Policy (Enclosure #4)
 - C. Suspended/Dropped Programs (Enclosure #5)
- IX. Other Items
- X. Adjournment

/mt

MINUTES OF THE FIFTH MEETING OF THE 2014-15 UNIVERSITY SENATE
Thursday, February 26, 2015

Members Present: 61

Members Absent: 7

The meeting was called to order by the chairperson of the University Senate, Amy Harden, at 4:00 p.m.

Roll Call was taken by initialing the roster located at the entrance to LB 125.

Members Present: S. Aegisdittor, E. Agnew, A. Beane, R. Bernot, J. Bolin, A. Brown, P. Buis, B. Byers, B. Canada, D. Caristi, B. Chang, J. Chapman, M. Chiuni, J. Christman, C. Corbin, R. Davis, P. Ferguson, J. Fitzgerald, J. Forbey, B. Frankel, J. Gruver, M. Hanley, A. Harden, J. Hesser, M. Holtzman, A. Hopper, J. Huff, J. Jemiolo, T. Jitpaiboon, J. Johnson, J. Jones-Hall, K. Kessler, T. King, K. Koch, R. Kovac, K. Kreamelmeyer, L. Lehman, I. Livshits, C. Luchs, M. Maggiotto, T. Mahfouz, S. McFadden, E. Nesson, C. Pak, S. Pattison, L. Pellerin, S. Rice-Snow, D. Singh, J. Stroh, C. Thomas, K. Thurman, D. Wheeler, R. Wijesinghe, N. Wilkey, S. Zhuk

Substitutes: Jean Marie Place for B. Brey, Payne Horning for Z. Huffman, Keith Kothman for E. Crawford, Ronald Hicks for M. Hill, Matt Stephenson for L. Julian, Glen Stamp for L. O'Hara

Members Absent: Shon Byrum, B. Collins, B. Kubel, T. Lewers, C. Munchel, L. Sullivan, B. Wagner

A motion was made and seconded (Forbey/Thurman) to approve the minutes of November 20, 2014.

The motion carried.

1. Announcements

Items I. A. (Next Scheduled Meetings), I. B. (Program Information-Enclosure #1), I. C. (Revision of membership of Events Programming and Scheduling Committee-Enclosure #2), I. D., (Revision of ex officio membership of Student Center Committee-Enclosure #3), and I.E. (Residence, Transfer, and Extension Work-Enclosure #4), were reviewed by the Senate membership.

2. There was a moment of silence to honor the lives of Frank Owens and Eugene Wagner.

3. Council/Committee/Student Senate Reports

A. Governance and Elections Committee – Chin-Sook Pak, Chair. Chin-Sook reported the committee met on January 8 and February 5, and discussed procedures relating to populating a new college (University Senate Agenda, 2/26/15, Enclosure #5). There are two steps involved.

First, the Academic Planning Task Force and Implementation Task Force are at work. Campus Open Forums have been scheduled. The Provost will submit a proposal to the senate who will in turn forward a recommendation to the President. The recommendation will be presented to the Board of Trustees and the Indiana Commission on Higher Education (ICHE).

The second step involves populating the new college. In the fall, 2015, each academic unit considering joining the new college will conduct an election within that unit. It will be under the supervision of the Governance and Elections Committee. All affected faculty within that college and having those units and programs will vote on the proposal to move. College faculty and administration from which the transfer will take place, will develop conditions and procedures for implementation.

The results of the voting will come forward to the Provost and the University Senate.

B. Faculty Council – Michael Hanley, Chair. Michael reported the council met on January 29 and discussed and passed the report of the academic titles task force. The Provost has offered to work further on the titles. They discussed and approved a new definition of Residence, Transfer, and Extension Work. It is an item in the announcements section of today's agenda. The Policy on Chronic Unsatisfactory Performance was postponed until a special meeting held on February 12. The meeting on February 12 consisted of a collegial discussion and the policy passed. It is an item on today's agenda, under New Business.

- C. University Council – Jennifer Jones-Hall, Chairperson. Jennifer reported the council cancelled their meeting on February 5, but will meet on March 19. President Ferguson will be in attendance to receive and discuss feedback from his State of University Address on February 6.
- D. Campus Council – Kevin Thurman, Chair. Kevin reported the council met on February 12 and passed the Student Code Revisions on today's agenda. The council will meet again in April and will be holding elections for 2015-16.
- E. Student Senate – Nick Wilkey, President of the Student Government Association, reported elections were held and Jack Hesser was elected president of SGA for 2015-16. The food pantry established during this academic year is proving to be too small and will be expanding.

4. Report by Chairperson of Senate – Amy Harden (University Senate Agenda, 2/26/15, Enclosure #6)

The issues in the senate system are moving forward. There were no questions.

5. Questions Directed to the President

President Ferguson commented on the following:

- Congratulated Jack Hesser and the Atlas team on their successful election. It was confirmed this election provided the highest turnout of voters in recent years.
- Appreciated the turnout for the State of the University Address on February 6. There were between 800-900 in attendance at Emens and about that same number online. This was a cooperative effort between the president's office and media faculty to include as many constituencies as possible. He was briefed today by the student media group and appreciates their work.
- The Strategic Planning Leadership Team will be meeting tomorrow. Please forward all ideas/concerns, etc., to him.
- He was in attendance at the special meeting of the Faculty Council on February 12 and heard a very strong and deep commitment to excellence and self-governance. The concern has been, "is Ball State, are the faculty, committed to accountability?" Many of you may know that conversation came up publically with the Board of Trustees. They wanted to understand where the faculty were on the policy. The President supported Provost King's leadership and fully supports and endorses the conversation at the meeting. What happened at the meeting is what should happen at a university – we must share our concerns, grievances, etc.

6. Question and Answer Period

There were no questions.

7. Unfinished Business

There was no unfinished business.

8. New Business

A. Policy on Chronic Unsatisfactory Performance (University Senate Agenda, 2/26/15, Enclosure #7)

A motion was made and seconded (Hanley, Kessler) to approve the policy.

Joseph Chapman, University Senate member, expressed concerns from some faculty in the Miller College of Business (MCOB). He believes the standards are not the same from the three departments within MCOB. He suggested research not be a component of the standards for the MCOB faculty. He also believes phased retirement should not be included in this policy.

Provost King responded to the concerns expressed by the senate members.

- With regard to phased retirement, their contract specifically states their load, which more than likely is just teaching.
- With regard to load policies, each department has an appeals policy and this can be utilized by the faculty member.
- He yielded the floor to Sushil Sharma, Associate Dean of the Miller College of Business, who confirmed faculty in that College have to have two general publications and five other intellectual contributions over a five-year period to meet the standard for satisfactory performance.

Discussion ensued. It was confirmed by a senate member that we have reviewed these concerns at the Faculty Council meeting on February 12. The departments and subunits have the power to set standards for each subunit. This would take care of their faculty and the different kinds of loads they are doing. There are many ways to do this to take care of faculty. The senate member feels there is a fear of accountability and that we need to embrace the idea of being accountable.

A senate member requested clarification concerning the location of this policy in the Faculty and Professional Personnel Handbook. In this section, it mentions both faculty and professional personnel. It is not clear how these revisions apply to professional personnel. If it applies to professional personnel, there has been no review by the University Council nor the professional personnel salary and benefits committee.

It was confirmed this applies to tenured faculty only.

A motion was made and seconded (Hanley/Kessler) to revise the first sentence in 2.5 to read:

“Two consecutive unsatisfactory evaluation years or three unsatisfactory evaluations in five years for a tenured faculty member trigger a remediation process.”

The motion carried.

Another faculty member of the senate voiced their concern over unintended consequences, such as 1) we are advisory to the president and if this does pass we need to be aware of things may happen that are unintended, 2) the thought of this leading to unionization. AAUP was contacted earlier and they found problems with this policy. This is not something we want; 2) would this discourage tenure-track faculty from coming to Ball State; 3) would this promote age discrimination; 4) would this further damage the reputation of the university given the investment problem we had a couple of years ago.

The Provost responded that AAUP’s concern was over a post-tenure policy. This policy is conforming to acceptable performance levels of those involved and doing their job. He is also sensitive to the age discrimination issue. He urged the senate to vote positively in favor of this policy.

There was a call for the question.

By hand vote (Aye – 28, Nay – 14), the motion carried to end debate.

By paper vote (Aye – 37, Nay – 19), the motion carried to approve the policy.

B. Student Code Revisions (University Senate Agenda, 2/26/15, Enclosure #8)

A motion was made and seconded (Thurman/Hesser) to approve the revisions.

Mike Gillilan, Director of Student Rights and Community Standards, was present at today’s meeting to review the revisions to the policy. The revisions pertained to leaves of absence by students, the grade appeals policy, and the academic ethics policy. The last two policies will be handled by the newly appointed Associate Dean of University College, Debbie Rodgers. The term, “dishonesty” was replaced with “misconduct,” which retains the idea of dishonesty. There was further discussion in the policy about intentionality within dishonesty. There was other revisions in language – “guilty, innocent, and punishment,” were replaced with “responsible, not responsible, and consequences.”

Discussion ensued. A question was raised about including medical leave as a leave of absence since pregnancy is included. Mike replied the committee will be reconvening to look at language associated with military leave and will also be looking at medical leave.

Another question arose as to whether the pregnancy leave of absence pertained only to the student or also includes pregnant family members? Mike replied this only applies to pregnant students.

The motion carried to approve the revisions to the Student Code.

9. Other Items

There were no other items.

10. Adjournment

A motion was made and seconded to adjourn. The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Lisa Pellerin, Secretary

/mt

Academic Posting 2014-15, XLVI – 4

New and Revised Programs

Interdepartmental Programs

Legal Studies

Major in Legal Studies

Sustainability (New, pending ICHE approval)

Major in Sustainability

College of Applied Sciences and Technology

Department of Family and Consumer Sciences

Certificate in Infant/Toddler Specialization (New, pending ICHE approval)

Major in Family and Consumer Sciences

Minor in Interior Design

School of Nursing

Doctorate in Nursing Practice (DNP)

School of Physical Education, Sport, and Exercise Science

Masters in Physical Education and Sport

Master of Arts or Master of Science in Athletic Coaching Education

Master of Arts or Master of Science in Sport Administration

College of Architecture and Planning

Department of Architecture

Minor in Historic Preservation

Miller College of Business

Department of Information Systems and Operations Management

Minor in Logistics and Supply Chain Management

Department of Management

Minor in Entrepreneurial Management

Minor in Foundations of Management

College of Sciences and Humanities

Department of English

Master of Arts in Teaching English to Speakers of Other Languages (TESOL)

Master of Arts in Teaching English to Speakers of Other Languages (TESOL) and Linguistics

Doctor of Philosophy (PhD) in English

Department of Modern Languages and Classics

Teaching Major in Foreign Language: Chinese (New, pending ICHE approval)

Senior High, Junior High/Middle School Education Program

Department of Physics and Astronomy

Major in Astronomy (New, pending ICHE approval)

Department of Physiology and Health Science

Major in Health Education and Promotion

Department of Psychological Science

Major in Psychological Science

Teachers College

Department of Educational Studies

Doctoral Cognate in Cultural and Education Policy Studies

Department of Special Education

Minor in Applied Behavior Analysis (New)

Minor in Autism Spectrum Disorders

ISSUES IN THE SENATE SYSTEM, 2014-15

Issues	Committee	Start	End	10%	20%	40%	50%	60%	70%	80%	90%	100%
<i>FACULTY COUNCIL</i>												
Telecommuting	Salary&Benefits, to Business Affairs	11/19/12 3/19/13		[Cross-hatched]								
Special Assigned Leave Policy	Special Leave	11/4/13										
Policy on Consensual Sexual Relationships	Academic Freedom & Ethics	6/16/14		[Cross-hatched]								
Undergraduate GPA	Postponed	3/12/15										
Issues	Committee	Start	End	10%	20%	40%	50%	60%	70%	80%	90%	100%
<i>UNIVERSITY COUNCIL</i>												
Telecommuting	Salary&Benefits to Business Affairs	11/19/12 3/19/13		[Cross-hatched]								
Online Evaluations	Distance Education/ Teaching Evaluation	9/16/13		[Cross-hatched]								
Responsible Conduct of Research	Agenda to Research	9/15/14		[Cross-hatched]								
Issues	Committee	Start	End	10%	20%	40%	50%	60%	70%	80%	90%	100%
<i>CAMPUS COUNCIL</i>												
Issues	Committee	Start	End	10%	20%	40%	50%	60%	70%	80%	90%	100%
<i>AGENDA COMMITTEE</i>												
University Use of Personal Data	Faculty S&B, PP S&B, VP for Business Affairs, General Counsel	11/6/14		[Cross-hatched]								
Issues	Committee	Start	End	10%	20%	40%	50%	60%	70%	80%	90%	100%
<i>GOVERNANCE AND ELECTIONS</i>												

New GRADUATE Handbook Policy

(To be added to the section following DOUBLE MAJOR and preceding the SECOND MASTER'S DEGREE.)

DUAL MASTER'S DEGREE

A student may earn two master's degrees congruently with shared credit. The requirements for the second master's degree include a minimum of 30 hours of graduate credit; a major and minor (if any) in different fields of study; submission of a thesis, research paper, or creative project or completion of the appropriate research methodology course(s), depending on specific degree requirements; and the meeting of other master's degree requirements as specified.

- Students must apply to and be accepted by both programs as soon as possible but no later than the date the student applies for graduation for the first degree.
- A plan for the program of study will be required and signed by representatives of each program (e.g. graduate coordinator or Dept. Chair/Director), as well as the student, and filed with the respective departments and the Graduate School.
- Shared credits can be double-counted. A limit would be set on the number of double-counted hours at 9 hours for programs that contain fewer than 45 hours. If one of the two programs is greater than or equal to 45 hours, the program with more hours could accept up to 6 hours additional credits from the "smaller" degree in addition to the original 9 hours for a total of 15 hours.
- A graduate student may complete capstones for either a single degree or both degrees, pursuant to agreement by all involved programs in addition to the 9 hours for the dual degree.
- A student working on dual degrees is operating under two independent 6-year clocks. A student cannot share credits with a new program after he/she has applied to graduate. Should a student wish to pursue another master's degree after filing for graduation, he/she must reapply to the Graduate School and work for a second master's degree.

**ANTI-NEPOTISM POLICY AND PROCEDURES FOR
FACULTY AND PROFESSIONAL PERSONNEL⁶⁹**

1. This anti-nepotism policy is intended to reinforce the University's commitment to employment and educational practices which create and maintain constructive working and learning relationships within the University community. To further these goals, this policy and which reflects the University's commitment to management practices that are fairly, efficiently, and evenhandedly applied to all faculty and professional personnel and to applicants for employment in faculty and professional personnel positions without actual or apparent bias or favoritism and also to its commitment to pedagogical practices that are fairly, efficiently, and evenhandedly applied to all students without actual or apparent bias or favoritism.
2. Persons related by family or marriage may be employed by the University provided they meet regular University employment standards. However, faculty or professional personnel shall not actively participate in the hiring process or the direct supervision of persons related by family or marriage. A person related by family or marriage, for the purposes of this policy, is defined as a person for whom a faculty or professional or staff or service employee has been assigned legal responsibility in a guardianship capacity, parent, child, brother, sister, spouse, aunt, uncle, niece, nephew, grandparent, grandchild, or such persons related by marriage. Moreover, faculty and/or professional personnel shall not initiate, participate in, or influence in any way departmental or institutional decisions involving a direct benefit (initial appointment, retention, promotion, tenure, salary, leave of absence, grievance adjustment, etc.) to any employee of the University related by family or marriage. To avoid actual or apparent bias or favoritism, faculty and professional personnel shall not initiate, participate in, or influence in any way departmental or institutional decisions involving a direct benefit to a former spouse.

In the case of students, no faculty or professional personnel may initiate or participate in admission decisions or have instructional, evaluative, or other educational responsibilities with any person who is related by family or marriage, as defined above. If this is not feasible in a particular instance, the faculty or professional personnel member must bring the matter to the attention of the University Vice President superior to the person whose conduct is in question, or his or her designee, to manage the conflict. It is misconduct, subject to disciplinary action, for failure to timely report a conflict regarding the authority to evaluate, supervise or otherwise have educational responsibility for a student with whom the faculty or professional personnel member has a familial relationship as defined herein.

3. Whenever any administrative supervisor proposes in the best interests of the University to employ a person, or to continue the employment of a person, in a position where he or she would be under the direct supervision of a relative as defined in Paragraph 2, such administrative supervisor shall prepare a written request for approval of such employment setting forth the reasons for the request. The request shall be submitted to his or her immediate administrative supervisor for review and recommendation, through each higher supervisory level, to the University officer (defined as a vice president or the senior assistant to the president) responsible for the affected unit. The University officer may reject the request or grant it subject to such conditions as he or she may deem appropriate and in the best interests of the University and in such a way as to be consistent with the general purposes of this policy. If the request is granted, it shall be for a period of no more than 12 months and shall be conditional upon the annual review procedure set forth in the following paragraph.
4. The University officer shall review annually each request previously approved for faculty or professional personnel within his or her area of responsibility. If the University officer finds that the circumstances under which the approval was granted have materially changed or that the conditions attached to the approval, if any, are ineffective or inadequate, the University officer shall take such action as he or she finds to be in the best interests of the University, including termination of employment or continuance of employment under different conditions. If the University officer decides to terminate the employment of, or change the conditions of employment for, a faculty or professional

employee, the University officer will inform the affected faculty or professional employee of his or her decision by written notice.

5. The faculty or professional employee affected by the decision of the University officer as provided for in Paragraph 4 may appeal that decision. The affected faculty or professional employee shall prepare a written request for review of the University officer's decision stating the reasons for the appeal and shall submit that written request to the University officer within 10 working days after having received the written notice of the decision by the University officer.
6. Upon receiving the written request for a review of his or her decision as provided for in Paragraph 5, the University officer shall immediately request the chairperson of the Faculty Council of the University Senate to appoint an ad hoc committee to review the appeal. The committee shall be appointed within 15 working days of the receipt of the written request for appeal by the University officer. The committee shall consist of 3 members of the faculty or professional personnel. Two members of the committee shall be selected from departments, offices, or other units within the University officer's area of responsibility and the chairperson of the committee shall be selected from departments, offices, or other units outside of the University officer's area of responsibility. University officers are not eligible to serve on the committee.
7. The committee shall review the University officer's decision to terminate the employment of, or change the conditions of employment for, the affected faculty or professional employee; shall review the written appeal of the affected employee; and shall perform whatever further investigation it deems appropriate and necessary to render a recommendation regarding the decision and the appeal to that decision. The chairperson of the committee shall forward the written recommendation of the committee to the president. Final disposition of the request for appeal will be made by the president who will inform the faculty or professional employee of his or her decision in writing within 10 working days after receipt of the committee's written recommendation.
8. If any of the relationships defined in Paragraph 2 are created subsequent to the employment of the affected faculty or professional employee, the relationship must be reported to the appropriate University officer in writing within 20 working days. The University officer shall inform the affected employee in writing that
 - 8.1 One of the persons affected must give up his or her position by the earlier of the end of the fiscal year or 6 months from the date the relationship was established; or
 - 8.2 That the persons affected may continue their employment in their current positions subject to such conditions as the University officer may deem appropriate and in the best interests of the University and in such a way as to be consistent with the general purposes of this policy. If permission for continued employment in the current positions is granted, it shall be for a period of no more than 12 months and shall be conditional upon the annual review procedure set forth above.
9. In instances where a conflict of interest might occur because of general supervisory responsibilities (supervision at least one step above that of the direct administrative supervisor) under normal operating procedures, the responsibility for institutional decisions involving a direct benefit will pass to the next higher administrative level. Discretion for handling cases not specifically mentioned in this policy will rest with the appropriate University officer and the president.

If a University officer is made aware of possible violations of this policy, he or she shall have the matter investigated. Final disposition of the investigation will rest with that University officer and the president.

This policy applies to all persons employed after the effective date of the adoption of the policy. This policy also applies to persons whose employment precedes the adoption of this policy with the following exception: persons who directly supervise another person related by family or marriage upon the effective date of the adoption of this policy shall not be subject to the provisions of this policy in regard to that supervisory relationship as long as the administrative supervisor and the relative being supervised remain in their current positions.

CLEAN COPY OF REVISIONS (only)

1. This anti-nepotism policy is intended to reinforce the University's commitment to employment and educational practices which create and maintain constructive working and learning relationships within the University community. To further these goals, this policy reflects the University's commitment to management practices that are fairly, efficiently, and evenhandedly applied to all faculty and professional personnel and to applicants for employment in faculty and professional personnel positions without actual or apparent bias or favoritism and also to its commitment to pedagogical practices that

are fairly, efficiently, and evenhandedly applied to all students without actual or apparent bias or favoritism.

2. Persons related by family or marriage may be employed by the University provided they meet regular University employment standards. However, faculty or professional personnel shall not actively participate in the hiring process or the direct supervision of persons related by family or marriage. A person related by family or marriage, for the purposes of this policy, is defined as a person for whom a faculty or professional or staff or service employee has been assigned legal responsibility in a guardianship capacity, parent, child, brother, sister, spouse, aunt, uncle, niece, nephew, grandparent, grandchild, or such persons related by marriage. Moreover, faculty and/or professional personnel shall not initiate, participate in, or influence in any way departmental or institutional decisions involving a direct benefit (initial appointment, retention, promotion, tenure, salary, leave of absence, grievance adjustment, etc.) to any employee of the University related by family or marriage. To avoid actual or apparent bias or favoritism, faculty and professional personnel shall not initiate, participate in, or influence in any way departmental or institutional decisions involving a direct benefit to a former spouse.

In the case of students, no faculty or professional personnel may initiate or participate in admission decisions or have instructional, evaluative, or other educational responsibilities with any person who is related by family or marriage, as defined above. If this is not feasible in a particular instance, the faculty or professional personnel member must bring the matter to the attention of the University Vice President superior to the person whose conduct is in question, or his or her designee, to manage the conflict. It is misconduct, subject to disciplinary action, for failure to timely report a conflict regarding the authority to evaluate, supervise or otherwise have educational responsibility for a student with whom the faculty or professional personnel member has a familial relationship as defined herein.

Faculty and Professional Personnel Handbook, Page 119-120

Addition to Handbook

SUSPENDED/DROPPED PROGRAMS

An academic department may request that one or more of its major programs be suspended. The term of a suspension will be five academic years after UEC approves; no students will be admitted to the program and it will not be listed in the Undergraduate Catalog. Before the end of the term of suspension, the department must notify Academic Systems whether it will restore the program. If the department restores the program, the suspension will end, and the program—in the same form as it existed when suspended—will be restored to active status. Otherwise, the program will be dropped at the end of the five year period. Revisions to a program are not permitted while a program is suspended.

Any major can be suspended. Minors, certificates, or any other programs are eligible only to be dropped. Suspending a program is considered a temporary decision, while dropping a program means the program will be removed from the Undergraduate Catalog and will be treated as a new program if the department requests that it be restored.

Suggested placement in Faculty and Professional Personnel Handbook:

Page 171: Sec IV— Academic Policies and Procedures; Posting of Courses and Curriculum
 Paragraph 3/News and Revised Programs and Curricula
 ADDITION TO 3.1 OR CREATE A NEW 3.1.1