<table>
<thead>
<tr>
<th>Name</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert Thomas</td>
<td></td>
</tr>
<tr>
<td>Pfeiffer</td>
<td></td>
</tr>
<tr>
<td>Jeffrey</td>
<td></td>
</tr>
<tr>
<td>Schneider</td>
<td></td>
</tr>
<tr>
<td>Stephen C.</td>
<td></td>
</tr>
<tr>
<td>Harty</td>
<td></td>
</tr>
<tr>
<td>R. Gifford</td>
<td></td>
</tr>
<tr>
<td>Ann</td>
<td></td>
</tr>
<tr>
<td>Wathen</td>
<td></td>
</tr>
<tr>
<td>Warren Rosevelt</td>
<td></td>
</tr>
<tr>
<td>William H.</td>
<td></td>
</tr>
<tr>
<td>Simmons</td>
<td></td>
</tr>
<tr>
<td>Miss Headery</td>
<td></td>
</tr>
<tr>
<td>Don Reel</td>
<td></td>
</tr>
<tr>
<td>E. Stearns</td>
<td></td>
</tr>
<tr>
<td>Richard D.</td>
<td></td>
</tr>
<tr>
<td>E. Col</td>
<td></td>
</tr>
<tr>
<td>R. Hardt</td>
<td></td>
</tr>
<tr>
<td>Frank D.</td>
<td></td>
</tr>
<tr>
<td>Stein</td>
<td></td>
</tr>
<tr>
<td>Joyce-K.</td>
<td></td>
</tr>
<tr>
<td>Bottger</td>
<td></td>
</tr>
<tr>
<td>W. R. Brandy</td>
<td></td>
</tr>
<tr>
<td>H. Lanford</td>
<td></td>
</tr>
<tr>
<td>H. Bakhm</td>
<td></td>
</tr>
<tr>
<td>Joanna Buckley</td>
<td></td>
</tr>
<tr>
<td>Johanna Sanacca</td>
<td></td>
</tr>
<tr>
<td>Joel</td>
<td></td>
</tr>
<tr>
<td>Schierman</td>
<td></td>
</tr>
<tr>
<td>Dorothy E.</td>
<td></td>
</tr>
<tr>
<td>Christman</td>
<td></td>
</tr>
<tr>
<td>Ralph</td>
<td></td>
</tr>
<tr>
<td>Ferry</td>
<td></td>
</tr>
<tr>
<td>Frank H.</td>
<td></td>
</tr>
<tr>
<td>Carveros</td>
<td></td>
</tr>
<tr>
<td>George Santoni</td>
<td></td>
</tr>
<tr>
<td>Joel</td>
<td></td>
</tr>
<tr>
<td>Lieve</td>
<td></td>
</tr>
<tr>
<td>Cathy Ladda</td>
<td></td>
</tr>
<tr>
<td>G. Smith</td>
<td></td>
</tr>
<tr>
<td>Anne F. Smith</td>
<td></td>
</tr>
<tr>
<td>Ann C. Brown</td>
<td></td>
</tr>
</tbody>
</table>
### Attendance

<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael Hagedy</td>
<td>John Cogar</td>
</tr>
<tr>
<td>George Hadden</td>
<td>Phil Gentile</td>
</tr>
<tr>
<td>Eugene Bok Kim</td>
<td>Joseph H. Morehead</td>
</tr>
<tr>
<td>Phillip J. Chonigman</td>
<td>Beth Brinser</td>
</tr>
<tr>
<td>Robert H. Edson</td>
<td>Vernon Buck</td>
</tr>
<tr>
<td>S. Z. Nireci</td>
<td>T. C. Denhardt</td>
</tr>
<tr>
<td>Di Weil</td>
<td>Rob Dugger</td>
</tr>
<tr>
<td>B Berdin Neky</td>
<td>Clay McLeod</td>
</tr>
<tr>
<td>Veredope A. Silver</td>
<td>Dean Skojo</td>
</tr>
<tr>
<td>Haid Holstein</td>
<td>Benjamin Bardwin</td>
</tr>
<tr>
<td>Bonnie Carlson</td>
<td>R. Klapp</td>
</tr>
<tr>
<td>Cat Conner</td>
<td>S. C. Nebeli</td>
</tr>
<tr>
<td>R Bosco</td>
<td></td>
</tr>
<tr>
<td>H L Finley</td>
<td>Judy Ramaley</td>
</tr>
<tr>
<td>W. F. Hammond</td>
<td>Dale Walsh</td>
</tr>
<tr>
<td>Joseph Lamyai</td>
<td>John Hantegar</td>
</tr>
<tr>
<td>Matthew Hender</td>
<td>Warren Whisman</td>
</tr>
<tr>
<td>Jerald O'Keary</td>
<td></td>
</tr>
<tr>
<td>Dick James</td>
<td></td>
</tr>
<tr>
<td>Eric Black</td>
<td></td>
</tr>
<tr>
<td>Terry Finder</td>
<td></td>
</tr>
<tr>
<td>Rick Blacks</td>
<td></td>
</tr>
<tr>
<td>Stanis Bogre</td>
<td>Thomas Volk</td>
</tr>
<tr>
<td>Howard Pack</td>
<td></td>
</tr>
<tr>
<td>A. Doo BaaKlini</td>
<td></td>
</tr>
<tr>
<td>Richard Hadlow</td>
<td></td>
</tr>
<tr>
<td>Eric Sauter</td>
<td></td>
</tr>
</tbody>
</table>
AGENDA

1. Approval of Minutes
2. President's Report
3. Chairperson's Report
4. SUNY Senator's Report
5. Council Reports
6. Old Business:
   6.1 Bill No. 8182-35 - Mandatory Notification to Student When a Hold is Placed on Such Student's Record - (SAC)
7. New Business:
   7.1 Bill No. 8283-08 - University Policies for Scientific and Educational Activities Involving Animal Subjects - (Research)
   7.2 Bill No. 8283-09 - Amendment to the Guidelines Concerning Promotion and Continuing Appointment - (CPCA)
   7.3 Bill No. 8283-10 - Proposed Combined B.A. in Political Science/Master of Public Administration - (UAC/GAC)
   7.4 Bill No. 8283-11 - Proposed Combined B.A. Major in Sociology/Master of Public Administration - (UAC/GAC)
   7.5 Bill No. 8283-12 - Proposed Combined B.A. or B.S. in Economics/Master of Public Administration - (UAC/GAC)
The meeting was called to order at 3:40 p.m. in the Campus Center Assembly Hall by the Chairman, Peter Krosby.

1. Approval of Minutes

The minutes of November 1 were approved as amended.

2. President's Report

President O'Leary reported briefly on the budget. He spoke about the status of positions at present. Among some of the items reported were problems with availability of computer operations terminals and a search for student study space. The main issue of the budget is what will unfold in the upcoming year after Governor Cuomo is inaugurated. Budget panels will be formed early in the coming semester.

The President also reported on the United Way Campaign. He noted how pleased he was that we succeeded to meet over 100 per cent of our goal. He spoke about the athletic facilities issue. There have been problems with the issue of placement of an athletic field on State property. This issue will be going through several channels and an announcement will be made early in the coming year. He also reported on the "Rockefeller Retrospective," an university-wide SUNYA program.

3. SUNY Senator's Report

Senator Reeb gave a report on the SUNY Senate meeting at Alfred. SUNY is asking for an increase in the budget. Some of the issues discussed at the meeting were dormitory fees, enrollment, new faculty lines, a report from W. Anslo on a shortfall in revenue dollars and the honors program. In the meeting it was emphasized that the campuses should work more closely with the councils.

Reeb announced that there will be changes in the Policies of the Board of Trustees. H. Cannon will be reporting on this in the near future.
4. Council Reports

4.1 EPC - This council had nothing to report.

4.2 UAC - This council had no further report other than the written report contained in the packet.

4.3 GAC - This council had no further report other than the written report contained in the packet.

4.4 SAC - P. Rogers announced that the council had one action item to be approved.

4.5 Research - P. Krosby announced that this Council had an item for action. A motion was then made for the appointment of Oliver Nikoloff to the Council. It was seconded and carried.

4.6 UCC - This council had no further report other than the written report contained in the packet.

4.7 CAFE - This council had nothing to report.

4.8 CPCA - This council had one action item.

4.9 Library - This council had no further report other than the written report contained in the packet.

5. Old Business

5.1 Bill No. 8182-35 - Mandatory Notification to Student When a Hold is Placed on Such Student's Record - P. Gentile moved approval and it was seconded. R. Gifford felt that the Registrar's mailing list was not up to date and that the Library's was more current. He then made a motion to amend the bill by deleting "as recorded in the Registrar's Office." H. Desfosses seconded the motion. Considerable discussion ensued. The amendment was then voted on and defeated. After further discussion, the bill was voted on and carried.

6. New Business

6.1 Bill No. 8283-08 - University Policies for Scientific and Educational Activities Involving Animal Subjects - A motion was made to approve the bill. It was seconded and carried.
6. New Business (Continued)

6.2 Bill No. 8283-09 - Amendment to the Guidelines Concerning Promotion and Continuing Appointments - A motion was made for approval of the bill and it was seconded. After some discussion, Steve Watkins moved that the motion be postponed until the next meeting. The Chairman stated that this could not be done since it was the busy season for promotion and tenure. S. Watkins' motion died. It was suggested that the bill be amended. V.P. Ramaley moved that the bill be amended with an additional item to be added under Section IV-D-2 as follows:

"4. In the case of members of the Library faculty, a separate recommendation shall also be forwarded to the President by the V.P. for Research and Educational Development. Copies of the recommendation shall be furnished to the Dean, Chairperson, and the candidate."

The motion was seconded. The Chairman accepted this as an amendment. There was further discussion. The bill was voted on and carried as amended.

6.3 Bill No. 8283-10 - Proposed Combined B.A. in Political Science/Master of Public Administration

Bill No. 8283-11 - Proposed Combined B.A. Major in Sociology/Master of Public Administration

Bill No. 8283-12 - Proposed Combined B.A. or B.S. in Economics/Master of Public Administration

A motion was made to approve all three bills. It was seconded and carried.

The meeting was adjourned at 4:30 p.m.
REPORTS TO THE SENATE
December 6, 1982

FROM: Jerry Hanley, Chair
Undergraduate Academic Council

FOR INFORMATION:

The UAC met on November 11 and took the following actions:

1. Approved Revised Requirements for Admission to Major Status in Economics as follows:

Requirements for Admission to major status in the Economics Department

I. A. Completion of 24 graduation credits, including
   1. Eco 100A with a grade of C or better or S
   2. Eco 100B with a grade of C or better or S
   3. Mat 106, or 107, or 110A, or 112 with a grade of C or better or S.

II. A. If the student has a C in one semester of Principles and a D in the other, the student may balance the D with a grade of B or A in the appropriate intermediate theory course, e.g. a D in Eco 100A may be balanced with a B or A in Eco 301; a D in Eco 100B may be balanced by a B or A in Eco 300.

   B. Courses in Principles of Economics and Basic Calculus taken at another university or college after the student has matriculated at SUNY Albany may not be used to meet major admission requirements.

2. Approved the addition of an alternate track for the combined major/minor in Physics as follows:

   Credits

   Physics first two years unchanged 16
   Phy 315 Electronics 3
   Phy 319 Physical Analysis 3
   Phy 321 Intermediate Mechanics 4
   Phy 353 Microprocessor Applications 3
   Phy 419 Descriptive Modern Physics 3
   Phy 431 Thermo. and Stat. Physics 3
   Phy 454 Microprocessor Appl. Laboratory 22
   Mat 112 Calc I 4
   Mat 113 Calc II 4
   Mat 214 Calc III 12
Reports to the Senate (Continued)

Page 2

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Csi 201</td>
<td>Introduction to Computer Science</td>
<td>4</td>
</tr>
<tr>
<td>Csi 202</td>
<td>Assembly Lang. Prog.</td>
<td>4</td>
</tr>
<tr>
<td>Csi 310</td>
<td>Comp. Languages and Data Structures</td>
<td>3</td>
</tr>
<tr>
<td>Csi 401</td>
<td>Numerical Methods for Digital Computers</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>14</strong></td>
</tr>
</tbody>
</table>

3. Approved combined Bachelors/Masters Programs in:

- Economics/Public Administration
- Sociology/Public Administration
- Political Science/Public Administration
- Linguistics and Teaching English to Speakers of Other Languages

4. Approved a proposal that effective Fall 1984, for students entering the university under the 1983-84 bulletin and thereafter, the following prerequisite will exist for student teaching courses:

Acceptance in the teacher education program, a grade of C or better in the related 401 course, an overall GPA of 2.5, a GPA of 2.5 in the teaching major, and GPA of 2.5 in all prior education courses. Prior registration with the director of student teaching is required.

5. Approved a proposal that the Music Department be permitted to allow students to declare majors in Music before they have completed 24 credits.

UAC Committee Chairs

- Academic Standing: William Holstein, Business
- Admissions: Bonnie Carlson, Social Welfare
- Awards: Samuel McGee-Russell, Biology
- Curriculum: Maryanne Mithun, Anthropology
- Honors: Jeffrey Berman, English
- Interdisciplinary Studies: Henry Mendelsohn, Univ. Library
- Program Review: Richard Stearns, Computer Science (This last not a chair but our representative to a combined review committee with GAC. The combined group is chaired by Gordon Purrington from GAC.)
FROM: Sung Bok Kim, Chair of GAC

FOR INFORMATION:

GAC Officers

In compliance with your request, I am providing you with a list of officers of the Council's committees:

Sophie Lubensky (Russian) - Chair, Committee on Curriculum and Instruction

Richard Teevan (Psychology) - Chair, Committee on SED Doctoral Program Review

Gordon Purrington (Educational Administration) - Chair, Committee on Review of Graduate Programs

Sarah Knapp (Libraries) - Chair, Committee on Educational Policy and Procedures

Stephen Wasby (Political Science) - Chair, Committee on Admissions and Academic Standing

Ivan Edelson (Social Welfare) - Chair, Committee on Innovative and Liberal Studies

Eugene Garber (English) - Chair, Committee on Graduate Teaching Awards

At its meeting on October 14, the GAC took the following actions:

1. The Council asked Stephen Wasby of GSPA to serve as Vice-Chair of the GAC and he accepted the office.

2. The Council dealt with several student grievance and petition cases.

3. The Council advanced 10 students to doctoral candidacy.

At its meeting on October 28, the Council resolved to delete the names of students from the minutes of council meetings for the reasons of confidentiality, when they are distributed for information to the deans and chairs of the university. The Council also handled several student petitions. Finally, the Council discussed the question of whether or not all comprehensive examination results should be posted on the transcript and decided to refer it to the Committee on Educational Policy and Procedures for further consideration.
State University of New York at Albany

MEMORANDUM

TO: Peter Krosby, Chair
     University Senate

FROM: Pat Rogers, Chair
      Student Affairs Council

FOR INFORMATION

The Council met on November 11 and took the following actions:

1. Accepted a revised edition of Bill No. 8182-35 to be presented to
   the Senate Executive Board at the next meeting.

2. Approved the recommendation of Vernon Buck and Steve Kastell
   (Financial Aid Committee Co-Chairs) that nine additional members be
   added to their committee. This will result in an eventual
   committee composition of six undergraduate students, one graduate
   student, and five faculty/staff members.

3. Accepted a recommendation that membership on Student Conduct
   Committee be established in the spring semester for the following
   year to allow continuity and earlier convening of the group in the
   fall each year.

4. Discussed the level of cheating on our campus and approved
   Mike Barth's volunteer action to contact Dick Farrell and CAFE to
   express the concerns of SAC and our willingness to work in a
   cooperative effort on this problem.

5. Noted subcommittee chairs and meeting times:

   Student Conduct  TTh 2-4 p.m.  Rotating chair
   Residence        Fri 10-11:30 a.m. Gail Goldstein
   Financial Aid    Thurs 10 a.m.   Vern Buck
   Health Services  Thurs 2 p.m.   Mary Frances Cotch
   Student Gov't & Org. Thurs 2 p.m. Mike Barth
   Special Student Services Every other Wed at 2 p.m. Dick Collier

6. Accepted the addition of Dan Robb (student) as a council member
   replacing David Daniels. Dan will serve on the Health Committee.

FOR ACTION

1. The Council submits the revised edition of Bill No. 8182-35 for
   Senate approval.
FROM: Thomas Dandridge, Chair
Council on Research

FOR INFORMATION:

The Council recognized the resignation of Professor Arthur Loesch. The Chair then reported to the Council the actions taken by the Executive Committee meeting of 10/18/82.

- One item discussed at the Executive Committee meeting was the possibility of having three ex-officio members on the Council. The Council decided to retain its two ex-officio members, Warren Ilchman and Frank Lucarelli.

- The Council also noted that the Committee on Industrial Linkages is now a standing committee of the Council.

The Committee discussed at length the proposal to establish a Management Assistance Center in the School of Business. The Council tabled the proposal until a number of questions have been addressed. After discussing the proposed Human Subjects Assurance at length, the Assurance was adopted.

The Council approved the Committee on Personnel's recommendation that the Council accept evidence offered by Dean Shumaker concerning Professor Yu's qualifications for a part-time appointment to the College's faculty. The Council agreed with the Committee that the proposed arrangement for supervision and evaluation of Professor Yu's performance was reasonable and did not constitute a significant conflict of interest.

The Council will next meet on December 13, 1982.

Council on Research Subcommittees, 1982-1983

| Committee on Research Incentives | Martin Kanes, Chair |
| Committee on Personnel | Meredith Butler, Chair |
| Committee on Centers and Institutes | Gene Winter, Chair |
| Committee on Research Safety | Oliver Nikoloff, Chair |
| Committee on Industrial Linkages | Walter Gibson, Chair |

FOR ACTION:

1. The Council recommends the appointment of Professor Oliver Nikoloff to the Council.

2. The Council approved University Policies for Scientific and Educational Activities Involving Animal Subjects (Bill No. 8283-08).
TO: Peter Krosby, Chair
Executive Committee

FROM: Richard L. Tastor, Chair
University Community Council

DATE: November 16, 1982

RE: Report of University Community Council

1. Campus Smoking Policy

In response to a petition calling for the prohibition of smoking in the Business Administration third floor corridors, the University Community Council carefully reviewed the current campus smoking policy. The Council gave consideration to amending the campus policy, and did not limit its review to one particular building. Given controversial proposals (the Clean Indoor Air Act) which have been stalled for several years in the New York State Legislature, and given impending court reviews on the issue of smoking in and about public buildings, the University Community Council decided not to recommend any changes in the current smoking policy. The current policy prohibits smoking in classrooms, lecture halls and laboratories (State law bans smoking in "public facilities" on campus--libraries, theatres, the gym and galleries). The University Community Council endorsed the current policy and emphasized the Council's educational role. The Council directed the Chair to recommend to appropriate University officials that an effort be made to disseminate and to enforce the "Actions Against Smoking" rules and regulations.

2. Campus Exterior Poster Policy

The SUNYA exterior poster policy was carefully reviewed. There is widespread agreement that the policy is effective. It does control the placement of posters and

(con't.)
thereby limit "podium pollution." The University Community Council will suggest enhancements:

--the construction of two additional kiosks, perhaps one in front of the Library and the other near the Performing Arts Center. One kiosk should be limited to the posting of "cultural activities."

--the placement of a minimum of ten additional 4-sided pillar boards along the heavily traveled Campus Center/Library/Administration Building corridor.

RLT: sps
MEMORANDUM

TO: Peter Krosby, Chair
    University Senate

FROM: Aaron Rosenblatt, Chair
      CPCA

DATE: November 15, 1982

SUBJECT: Council Report

FOR ACTION:

The Council approved the changes recommended by the President of the University as described in the attached memorandum.

ATTACHMENTS
MEMORANDUM

TO: Aaron Rosenblatt, Chair
   Council on Promotions and Continuing Appointments

I have been reviewing the Guidelines Concerning Promotions and Continuing Appointments which were issued in consultation with the Council on Promotions and Continuing Appointments. I note that the role of the Vice President for Academic Affairs is unclear in those processes and I believe it would be well to clarify that point. I want to insure that the Vice President for Academic Affairs takes a prominent leadership role in the academic life of this community and it is important that that role be understood.

Therefore, I plan to modify the Guidelines Concerning Promotions and Continuing Appointments to indicate that after the Council has made its recommendations, the Academic Vice President will make a recommendation to the President as well. This recommendation will be in writing and available to the candidate. Of course it will continue to be important that the Academic Vice President be present while cases are discussed by the Council so that she will have the full benefit of that discussion when making her own recommendations.

I believe this amendment will clarify the Academic Vice President's actual role in this process. I would appreciate receiving the reaction of the Council to this proposed amendment before I take final action on it.

Let me also take this opportunity to extend my appreciation to the Council for the important work they undertake. It is vital to the University's continuing commitment to achieving excellence.

Vincent O'Leary

cc: Vice President Ramaley
MEMORANDUM

TO: Peter Krosby  
Chairman, University Senate

FROM: Aaron Rosenblatt

SUBJECT: CPCA Guidelines

The Council on Promotions and Continuing Appointments has voted to change its guidelines to reflect the role of the Vice President in the promotion and continuing appointment process. The President has endorsed this change, as the attached letter indicates.

The substance of the changes is reflected in sections IV C and D of the Guidelines. The new section IV, C, 3 shall read:

The Dean of the school or college shall review the case and transmit all materials to the Vice President for Academic Affairs, along with his/her own recommendation.

The New section IV, D, 2 and 3 shall read:

The Council shall transmit its recommendations to the Vice President for Academic Affairs with copies furnished to the Dean, Chairperson and the candidate.

The Vice President for Academic Affairs shall review the case and transmit all materials to the President along with his/her own recommendation. Copies of this recommendation shall be furnished to the Dean, Chairperson and the candidate.

I hope that the Executive Committee of the Senate can ratify these changes as soon as possible, since this year's cases are already beginning to arrive.
LIBRARY COUNCIL REPORT TO THE SENATE

TO: Peter Krosby, Chairperson
   University Senate

FROM: H. Bakhru, Chairperson
      Library Council

SUBJECT: Council Report

FOR INFORMATION:

   Mr. Nitecki reported on the status of the staffing level problems in the library. The library has received a 10.7% cut (16 FTE positions frozen) and additional and perhaps more critical loss of student staffing of 26% or 600 hours per week. Mr. Nitecki indicated that in spite of these cuts, he plans to reopen 50% of the library hours previously cut.

   The Committee on the Quality of Library Life is working on the questionnaires which were sent out in late March.

   The Library Council has approved to increase the reserve fines to $2.00 per hour as outlined in the proposal submitted by the library.

Committee on Quality of Library Life

   Drew Hartzell (Music), Chairperson
MANDATORY NOTIFICATION TO STUDENT WHEN A HOLD IS PLACED ON SUCH STUDENT'S RECORD

Submitted by: Student Affairs Council
May 10, 1982

IT IS HEREBY PROPOSED THAT THE FOLLOWING POLICY BE ADOPTED:

I. That the University office placing a hold on a student's record notify that student in writing using the current mailing address as recorded in the Registrar's Office at the time a hold is placed on such student's record.

II. That this be referred to the President for approval.
University Policies for Scientific and Educational Activities Involving Animal Subjects

INTRODUCED BY: Council on Research
November 22, 1982

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That the attached policies for scientific and educational activities involving animal subjects be approved.

II. That this resolution be referred to the President for his approval.

ATTACHMENT
Rationale:

The use of animal subjects in scientific and educational activities is governed by federal and state regulations as well as professional standards of ethical conduct. In light of the soon to be adopted state regulations governing the use of animal subjects and the possibility of new federal regulations in this area, it is necessary that the University adopt policies and procedures regarding scientific and educational activities involving animal subjects so that we can remain in compliance. The primary issue is the review and approval of procedures using animal subjects, including educational uses. Under both set of regulations the use of live animals in scientific or educational activities will have to be reviewed by an animal care committee. The campus has had an Animal Welfare Committee for some time, but its scope has been limited to inspecting facilities and reviewing federally funded research.

The attached policy would vest the responsibility for approving procedures for the care and use of animals with the Animal Welfare Committee. However, certain categories of activities involving minimal pain or suffering to subjects will not have to be reviewed by the Committee, but may be approved by department chairpersons. These procedures should allow the University to fulfil its responsibility without unduly interfering with the scientific and educational activities on campus.
Policies:

UNIVERSITY POLICIES FOR SCIENTIFIC AND EDUCATIONAL ACTIVITIES INVOLVING ANIMAL SUBJECTS

I. The State University of New York at Albany is committed to the humane care and use of live animals in scientific or educational activities conducted under its auspices. The University is also committed to compliance with all state and federal laws and regulations regarding animal welfare.

A) In compliance with state and federal regulations, these policies specifically apply to any living mammal or bird, although humane care and use of all non-human species is expected.

B) The University shall be guided by the Guide for the Care and Use of Laboratory Animals (NIH) in its most recent edition.

II. In order for the University to fulfill its responsibility for insuring the humane care and use of animals, the University has established an Animal Welfare Committee.

A) The members of the Animal Welfare Committee shall be appointed by the Vice President for Research in consultation with the Council on Research.

B) The Committee shall be comprised of members who collectively possess sufficient expertise to assess the appropriateness of all use in education and research. At least one member shall be a veterinarian and at least one member shall be unaffiliated with the University.

III. No live animals covered under these policies shall be used in any scientific or educational activity under the auspices of the University without appropriate review and approval.

A) The Animal Welfare Committee is authorized to review and approve the use of live animals in all scientific and educational activities conducted under the auspices of the University, regardless of the source of funding. This includes the use of animals by students or faculty in laboratories and classes.

B) Certain categories of activities involving minimal pain or suffering to subjects need not be reviewed and approved by the full Committee, but may be eligible for less intensive review procedures.

1) The following activities may be approved by the chairperson of the department in which the activity is taking place:

a) Activities which are expected to cause only negligible pain or suffering; and

b) Activities which are carried out on animals which will be sacrificed while under anesthesia.
2) The following activities may be approved by the chairperson of the department, provided that a veterinarian has been consulted and concurs:

   a) Activities involving painful stimulation of unanesthetized animals which cause no more than slight, short-lasting pain or suffering; and

   b) Operations which are carried out under anesthesia or some other pain-killer in which the animal will recover or experience the cessation of the action of the pain-killer.

3) Procedures and criteria for making the above judgments will be developed by the Committee in consultation with the relevant department chairpersons.

4) When a department chairperson approves an activity, a copy of the information on which the decision was based must be forwarded to the Committee.

5) If the activity to be approved is being conducted by the chairperson of the department or by his/her student(s), the review and approval shall be done by the chairperson of the Animal Welfare Committee.

6) At timely intervals, the Committee will review those projects approved by the above procedures and, if it overrules the chairperson's decision, may terminate the activity. Department chairpersons may, at any time refer an activity to the Committee for review.

C) Activities not eligible for the less intensive review procedures described in III(B) shall be reviewed and approved by the Animal Welfare Committee.

IV. The Council on Research shall maintain oversight of the Animal Welfare Committee.

A) At timely intervals, the Council shall review the operation of the Committee and shall report to the University Senate the results of that review.

B) When necessary, the Council shall recommend to the Committee appropriate changes in the review procedures within the constraints imposed by law and regulation.

V. The Committee shall inspect all of the University's animal facilities at least annually and submit reports on the conditions of animal care to the responsible department chairpersons, the Vice President for Research and any governmental agency requiring such reports.

VI. The Committee, with approval of the Council on Research, shall adopt appropriate procedures to implement these policies.
UNIVERSITY SENATE
STATE UNIVERSITY OF NEW YORK AT ALBANY

Amendment to the Guidelines
Concerning Promotion and Continuing Appointment

INTRODUCED BY: Council on Promotions and Continuing Appointments
November 19, 1982

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That the Guidelines Concerning Promotion and Continuing Appointment be amended by deleting the current Section IV-D-2 (Administrative Procedures and Responsibilities - Council on Promotions and Continuing Appointments) and substituting the following:

2. The Council shall transmit its recommendations to the Vice President for Academic Affairs with copies furnished to the Dean, Chairperson, and the candidate.

3. The Vice President for Academic Affairs shall review the case and transmit all materials to the President along with his/her own recommendation. Copies of this recommendation shall be furnished to the Dean, Chairperson, and the candidate.

II. That this resolution be forwarded to the President for action.

ATTACHMENT
Preamble

The collegial process for promotion and continuing appointment at the State University of New York at Albany shall follow the basic operational guidelines established below.

Section I. Criteria

A. Recommendations shall be based primarily upon a careful deliberation concerning the effectiveness of the candidate within such of the three following categories as are appropriate to the position of the candidate within the university.

1. Teaching as documented by such things as student and peer evaluations, development of teaching materials or new courses, thesis supervision, and evidence of lasting contribution to students' intellectual growth.

2. Scholarship as documented by evaluations of such things as success in developing and carrying out significant research work in the field, contributions to the arts, and publications. Also included is mastery of subject matter as demonstrated by advanced degrees, licenses, honors, grants, awards, reputation in the field, and continuing growth.

3. Service as demonstrated by such things as participation in departmental, college, and university duties and governance, student advisement, professional society activities, and such public and community service as is related to the candidate's scholarly qualifications.

B. If an academic review body at any level is concerned about the effect of an action on programmatic needs or priorities, or tenure ratios within the department, those concerns should be discussed apart from the criteria in Section A, with the discussion to be recorded and included as information in the candidate's file.

C. No other evaluative category shall be deemed appropriate.
Section II. Promotion in Academic Rank

Promotion is available to the faculty in accordance with the provisions of the Policies of the Board of Trustees, Article XII, Title B. No minimum length of service in any academic rank shall be required for promotion. Promotion carries with it no commitment of continuing appointment.

Section III. Continuing Appointment

Continuing appointment is available to faculty in accordance with the provisions of the Policies of the Board of Trustees, Article XI (Appointment of Employees), Title B (Continuing Appointment). A continuing appointment carries with it no commitment about future promotions or salary increases.

Section IV. Administrative Procedures and Responsibilities

A. Definition of Levels of Academic Review

1. Throughout this section the term "department" shall mean the academic unit which constitutes the "initial" academic review committee" as defined in the current union Agreement.

2a. In those schools or colleges having more than two academic departments, the "subsequent academic review committee" shall be the school or college promotion and continuing appointment review body.

2b. In those schools or colleges having fewer than three academic departments, the Council on Promotions and Continuing Appointments shall be the "subsequent academic review committee."

B. Department

1. The chairperson shall inform a faculty member that he/she is being considered for a promotion and/or continuing appointment when the process of assembling evidence is initiated. The chairperson shall make sure that all evidence in the case is presented to the members of the department as well as to the dean.

2. Any faculty member may request a department to initiate action for promotion and/or continuing appointment of a faculty member, including herself/himself, provided that this request has the written approval of the prospective candidate.

3. An important datum for the decision on promotion and/or continuing appointment is information about how students view the teaching of a faculty member. However, for this information to be of value, it must be collected in a systematic way. The department shall provide such information consistent with the following requirements:
a. All students shall be given an opportunity to make an evaluation in every class each term.

b. The evaluation form shall not be signed by the student.

c. Summaries of student evaluations shall be available for review by all levels involved in recommendations concerning promotion and continuing appointment. An explanation sheet describing the process and procedures for these evaluations shall be included.

4. In support of the department's preparation of a request for promotion and/or continuing appointment, the candidate shall be responsible for the preparation of a current vita in accordance with the annual memorandum circulated by the Vice President for Academic Affairs. The vita shall be dated and signed by the candidate.

5. In preparing a candidate's file, the department shall include material and information such as: letters from outside expert referees, review of work, reprint citations, letters from publishers (especially in the case of as yet unpublished work), qualified evaluation of unpublished work, instructional materials, copies or detailed descriptions of work completed or in progress, professional and service citations.

6. Every effort shall be made to consult all members of the department in all cases of promotion and/or continuing appointment. In a case of continuing appointment, separate votes of the departmental members holding continuing appointment and of the non-tenured faculty members are to be taken. All of these votes are to be conducted by secret ballot. Voting shall occur during departmental meetings only by those present. The departmental recommendation shall include the results of these votes and a summary of the discussion. The summary shall be approved by the members of the department.

7. The Chairperson shall write a recommendation which must include reference to all categories in Section I.

8. Copies of the department's recommendation and the chairperson's recommendation shall be made available to the candidate who shall have the opportunity to reply in writing to the Dean, such reply becoming a part of the record.
C. School or College

1. The Dean of each school or college shall examine each recommendation transmitted to her/him by the department to verify that the rules of Sections I and IV-B have been observed.

2. A subsequent academic review committee as defined in Section IV-A-2 above, shall review the materials provided by the department and chairperson and shall forward its own recommendation to the Dean, the Chairperson and the candidate.

3. The Dean of the school or college shall review the case and transmit all materials to the Vice President for Academic Affairs, along with his/her own recommendation.

4. A copy of the Dean's recommendation shall be provided to the Chairperson and the candidate. The candidate shall have the opportunity to reply in writing to the Vice President for Academic Affairs, such reply becoming a part of the record.

D. Council on Promotions and Continuing Appointments

1. The Council shall examine each recommendation transmitted to it to verify that the rules of Sections I and IV-B and C have been observed and shall make its own recommendation.

2. The Council shall transmit its recommendations to the Vice President for Academic Affairs with copies furnished to the Dean, Chairperson and the candidate.

3. The Vice President for Academic Affairs shall review the case and transmit all materials to the President along with his/her own recommendation. Copies of this recommendation shall be furnished to the Dean, Chairperson and the candidate.

E. Personal Presentations by a Candidate

A candidate for promotion and/or continuing appointment may appear at her/his option, before her/his department, before her/his school committee, or before the council on Promotions and Continuing Appointments.

Such personal presentations must occur before votes are taken or other recommendations made. Timely request for appearances are the responsibility of the candidate.

F. Notification of Faculty Member

The action of the President in each case shall be communicated to the faculty member involved on or about May 1.
G. Withdrawal of Candidacy

A candidate for promotion and/or continuing appointment may elect to withdraw her/his candidacy at any time by submitting a written request to her/his Chairperson. A letter of resignation by a candidate shall be interpreted as a withdrawal of her/his candidacy.

Section V. Initial Appointment

If continuing appointment is recommended initially at any rank, all of the procedures outlined above for continuing appointment shall be followed.

Section VI. Reconsideration After the Mandatory Year

When a member of the faculty has been considered for continuing appointment in the mandatory year and a negative decision has been rendered, the action should be considered final. Exceptional circumstances may cause a candidate to feel that substantial new evidence justified reconsideration of her/his case. In such exceptional circumstances the following procedures shall apply:

1. The candidate must notify her/his department chairperson of her/his request for reconsideration no later than October 3.

2. The candidate shall provide the department with the new evidence no later than October 15.

3. The members of the department will meet to evaluate the new evidence. Only if the department concludes that the new evidence establishes a substantial change from the situation during the previous consideration will the case be reconsidered and votes taken as in an original consideration. If the reconsideration results in a negative vote by the faculty and a negative recommendation by the Chairperson, the action is final, the request will not be forwarded for further consideration, and the President will be notified. If the reconsideration results in a positive recommendation by either the department or the Chairperson, the recommendation for continuing appointment will be transmitted to the school or college.

4. When a positive recommendation is forwarded by a department, each subsequent level of review shall determine to its own satisfaction whether or not there is substantial new evidence warranting reconsideration. This determination will involve a comparison between the total record on which the university decision in the mandatory year was based and the new evidence, available since that decision date, presented by the candidate.
5. A decision at the school or college level not to reconsider shall be transmitted to the Council on Promotions and Continuing Appointments. The Council shall inform the President if it in turn declines to reconsider that case.

6. If the school or college, or the Council, conclude that there is substantial new evidence, it will then send forward in the usual manner its vote for or against continuing appointment.

7. Final actions including a department's negative decision, will be communicated to the candidate by the President on or before November 17 of the reconsideration year.

Section VII. Timeliness

All recommendations shall be completed and transmitted in sufficient time for proper reviews, timely notifications to the candidate, and with regard to deadlines for non-renewal.

Issued May 5, 1980
Revised September 21, 1982
IT IS HEREBY PROPOSED THAT:

I. A Combined B.A. in Political Science/Masters of Public Administration with the attached requirements be approved and become effective immediately upon registration by the State Education Department.

II. That this bill be referred to the President for his approval.

ATTACHMENT
(Approved by the Department of Political Science 4/27/82).

STATE UNIVERSITY OF NEW YORK AT ALBANY

Combined B.A. in
Political Science/Masters of Public Administration

Standards and Requirements

1. In qualifying for the baccalaureate, students will meet all University and school requirements, including existing major and minor requirements, the minimum liberal arts and sciences graduation credit requirement, and residency requirements.

2. In qualifying for the Masters of Public Administration, students will meet all University and school requirements, including completing a minimum of 12 graduate courses, and any such conditions as a research seminar, thesis, comprehensive examination, professional internship, and residency requirements.

3. Students with a GPA of 3.2 or higher, both overall and at SUNYA, who also have completed two courses (six hours) of political science at SUNYA may be admitted to the combined degree program at the beginning of their junior year, or after successful completion of fifty-six credits, but in no event later than the completion of 100 credits. Three supporting letters of recommendation from faculty must be submitted to the Department of Political Science and the Department of Public Administration prior to approval.

4. In satisfying the requirements for the Baccalaureate Degree in Political Science and the Masters of Public Administration Degree, students will be permitted to earn up to 12 graduate credits in Political Science or Public Administration which may be counted towards meeting the graduation requirements for both the undergraduate and graduate degrees.

5. Of the 36 credits required for the BA degree in Political Science, at least 15 credits must be from courses taken in Political Science at the State University of New York at Albany.
Sample Program for
BA in Political Science/MPA

First Year

Pos 101 American Politics (3)
Pos 102 Comparative and International Politics (3)

Second Year

Pos 331 The American Legislature (3)
Pos 307 American Political Theory (3)
Pos 330 The American Judiciary (3)

Third Year

Pos 332 The American Executive (3)
Pos 351 European Politics (3)
Pos 418 Introduction to Formal Theory (3)

Fourth Year

Pad 500 Theories and Processes of Public Administration (4)
Pos 522 State Government (4)
Pos 531 The Legislature Process (4)

Fifth and Sixth Years

Pad 501 Budgeting and Accounting (4)
Pad 502 Human Resource Management (4)
Pad 503 Economic Analysis for Public Administration (4)
Pad 504 Statistical Methods (4)
Pad 505 Research and Computer Usage (4)
Pad 622 Methods of Public Policy Analysis (4)
Pad 623 Management Information Systems (4)
Pad 626 Program Review (4)
Pad 688 Administrative Systems (4)

Internship

RM 9/7/82
COMBINED B.A. MAJOR IN
SOCIOLOGY/MASTER OF PUBLIC ADMINISTRATION

Standards and Requirements

1. In qualifying for the BA., students will meet all university and school requirements, including the Second Field requirement, the minimum liberal arts and sciences credit-hour requirement, and residency requirements. Up to three graduate courses may be applied to the 36 credit BA. in Sociology.

2. In qualifying for the master's degree, students will meet all university and school requirements, including completing a minimum of 12 graduate courses; and any such conditions as a research course, comprehensive examination, and career experience where required, and residency requirements.

3. Students may be admitted to the integrated degree program at the beginning of their junior year or after the successful completion of 56 credits. A GPA of 3.2 or higher and three supportive letters of recommendation from the faculty are required.

Outlined below is a typical BA/MPA program. Adjustments may be made in consultation between the student and Departments.

BA in Sociology/MPA

First Year
SOC 115 Introduction to Sociology (3)
SOC 221 Statistics for Sociologists (3)

Second Year
SOC 223 Introduction to Social Research (3)
SOC 335 Contemporary Sociological Theory (3)

Third Year - four (4) of the following:
SOC 346 Social Organization (3)
SOC 443 Social and Cultural Change (3)
SOC 360 Processes of Socialization (3)
SOC 440 Social Control (3)
SOC 342 Complex Organization (3)
SOC 354 Political Sociology (3)
SOC 359 Medical Sociology (3)
SOC 381 Criminology (3)
SOC 384 Sociology of Aging (3)
SOC 480 Sociology of Deviance (3)
SOC 241 Social Class (3) or (SOC 341, Social Inequality)

continued
IT IS HEREBY PROPOSED THAT:

I. A Combined B.A. Major in Sociology/Master of Public Administration with the attached requirements be approved and become effective immediately upon registration by the State Education Department.

II. That this bill be referred to the President for his approval.
Fourth Year

PAD 500 Introduction to Public Administration (4)

Two of the Following:

SOC 533 Social Stratification (3)
SOC 631 Evaluation and Policy Research (3)
SOC 654 Complex Organization and Bureaucracy (3)
SOC 661 Political Sociology (3)
SOC 585c Research Problems in the Socio-Medical Science (3)

Fifth and Sixth Years

Students will have taken PAD 500 in their fourth year. In the fifth and sixth years students will take (or, where eligible, waive and substitute electives for) the five remaining Public Administration core courses, plus four courses in their selected concentration.

Remaining Public Administration Core Courses:

PAD 501 Budgeting and Accounting (4)
PAD 502 Human Resource Management (4)
PAD 503 Economic Analysis for Public Administration (4)
PAD 504 Statistical Methods (4)
PAD 505 Research and Computer Usage (4)

The student will take four courses in one of the following concentrations:

Public Management
Public Finance
Policy Analysis
Comparative and International Administration
FROM: Jerry Hanley, Chair
Undergraduate Academic Council

FOR INFORMATION:

The UAC met on December 2 and took the following actions:

1. Approved the following revision of the minor in French:

   French: A minimum of 18 graduation credits from coursework with an "A Fre" prefix above 101. No more than 3 credits of courses in translation may be used to satisfy the requirements of the minor. Students who begin their French studies at or above the 200 level are encouraged to meet with the coordinator of advisement, Department of French, in constructing a minor.

2. Approved the following revision of the minor in German:

   German: A minimum of 18 graduation credits in coursework with an "A Ger" prefix above Ger 101. No more than 3 credits of courses in translation may be counted toward the minor.

3. Approved the following revised requirements for the B.S. degree in Economics:

   a. 33 credits in Economics, including Eco 100a, 100b, 300, 301, 320 and 18 additional credits at the 300 level or above,
   b. 8-9 credits in Mathematics, including Mat 112 and 113 or Mat 110a, 110b, and 110c.
   c. A minor in the College of Science and Mathematics or in the School of Business.

4. Approved a revision of the requirements for the majors in Biology which may be summarized as follows:

   a. A new two-year introductory sequence replaces General Biology and Genetics.
   b. The requirement of selecting one upper-level course from each of four categories has been eliminated.
   c. Within the current laboratory requirement, students must select at least one "experimental" laboratory course.

5. Approved a new faculty-initiated interdisciplinary major in Medieval and Renaissance Studies which may be summarized as follows:

   A minimum of 36 credits, including:
   a. a 6-credit core consisting of MGR 190 and 191
   b. 12 credits in one of the following concentrations: History, Literature, Art and/or Music
   c. 18 credits from a list of approved courses

(cont'd)
6. Approved a revision of the admission requirements to the Computer Science and Computer Science and Applied Mathematics major programs that will guarantee admission to those students having a 3.25 or higher core course average. In addition, an application process will be established for those students having between a 3.00 and 3.24 core course average through which additional students may be admitted to fill any available space in the major up to the maximum number established by the University administration. The overall grade point average of work completed at SUNY at Albany will serve as the criterion for filling any available space.

7. Approved a new university-wide course, Uni 393 - WCLA (Washington Center for Learning Alternatives) Internship