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AGENDA

1. Approval of Minutes
2. President's Report
3. SUNY Senator's Report
4. Chair's Report
5. Senate Council Membership Changes
6. Council Reports from 1/30/84 & 3/5/84 Executive Committee Meetings
7. New Business:
   7.1 Bill No. 8384-12 Campus Guidelines for University-Private Sector Cooperative Use of University Research Equipment - (Research)
The meeting was called to order at 3:40 p.m. in the Campus Center Assembly Hall by the Chair, Ronald A. Bosco.

1. Approval of Minutes

The minutes of December 5, 1983 were approved as submitted.

2. President's Report

President O'Leary began his report speaking on the current budget situation. The issue of tuition was still before the Legislature. The President stated that it is hoped that the retirement bill which was before the Assembly would be approved. Funds for the retirement plan would be made available over the next five years.

President O'Leary also reported the following:

2.1 The Office of Institutional Research under the direction of Patrick Terenzini conducted a study of graduates who have left SUNY Albany. The President stated some of the statistics that have come out of the study. It is expected that the study will be published.

2.2 A meeting of an alumni group from SUNY was held in New York City.

2.3 Referring to the Telecommunications System Status report distributed at the door, President O'Leary described the features and benefits of the proposed system. It is expected that installation of the new telecommunications system will take place in February or March of 1985 following all bidding.

2.4 A new award was created, The Collins Fellow, to recognize a faculty member each year who, over a sustained time period, has exhibited extraordinary devotion to the University. Nominations can be submitted to the President's Office.
3. Chair's Report

Chair Ronald Bosco announced the following:

3.1 The Senate meetings scheduled for April 23 and 30 were organizational meetings of the 1984-85 Senate which were to be chaired by Patricia Rogers. The purpose of the meetings were to elect a chair to succeed the Chair, to elect a Secretary, and to approve the council appointments for the next academic year. Only newly elected senators and those whose terms continued were to attend these meetings.

3.2 The Committee on Student Conduct is established and is presently hearing cases. Professors Harold L. Cannon and Kendall Birr agreed to serve as the chairs of the Committee which will be reporting back to the Senate.

3.3 The previous Senate meeting had been canceled, after agreement of the Executive Committee, due to lack of business. The overall lack of business in the course of the Senate year was the result of fewer programs being generated.

4. Senate Council Membership Appointments

The following appointments were approved by the Senate:

EPC - Undergraduate: Greg Kearns

UAC - Teaching Faculty: Ulrich Mache, German and Morton Schoolman, GSPA Undergraduates: Ross Abelow and Robin LeMoine

5. Council Reports

There were no additions to the written reports contained in the packet.

6. Bill No. 8384-12 - Campus Guidelines for University-Private Sector Cooperative Use of University Research Equipment

Research Council Chair Thomas Dandridge moved approval of the bill with the amendment (which had been recommended by the Executive Committee): "Additional SUNY-wide guidelines comply to computers," to be added before the heading Guidelines. The bill was then voted on and approved as amended.

The meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Crystal J. Hutchins
Recorder
REPORTS TO THE SENATE
March 19, 1984

FROM: Ronald A. Bosco, Chair
Senate Executive Committee

For Information:

1. The Proposed Dual Master's Program in Social Welfare and Criminal Justice which was presented by the Graduate Academic Council for action was returned to the council for revision on March 5.

2. The following persons have either resigned or on sabbatical from the SENATE:

   Social & Behavioral Sciences -
   
   Christopher Smith, Geography (1986)-(sabbatical for Spring 1984)
   Donald Reeb, Economics (1986)-(sabbatical for Spring of 1984)

   Undergraduate Students -
   
   Dean Betz (resigned)
   Jayne Rothman (resigned)

3. The following people have been elected to fill vacancies existing on the Senate:

   a. Elected by the College of Social & Behavioral Sciences:

      Kuan Chen, Economics
      Matthew Elbow, History
      Richard Leventhal, Anthropology

   b. Elected by the Undergraduate Students: Greg Kearns and Robin LeMoiner

4. The following persons have either resigned or on sabbatical from COUNCIL MEMBERSHIP:

   EPC -
   
   Teaching Faculty: Donald Reeb, Economics (sabbatical)
   Undergraduates: Dean Betz (resigned)

   CPC -
   
   Teaching Faculty: John Pipkin, Geography (resigned)

   UAC -
   
   Teaching Faculty: Christopher Smith, Geography (sabbatical)
   Todd Swanstrom, GSPA (sabbatical)

   Undergraduate Students: Jayne Rothman (resigned)
   Jeffrey Schneider (resigned)
FOR ACTION:

The Senate Executive Committee has nominated the following people to fill council vacancies and forwards their names for approval:

**EPC - Undergraduates:** [to replace Dean Betz]
- Greg Kearns (Senator)

**UAC - Teaching Faculty:** [to replace Christopher Smith & Todd Swanstrom]
- Ulrich Mache, German (Senator)
- Morton Schoolman, GSPA

**Undergraduates:** [to replace Jayne Rothman & Jeffrey Schneider]
- Ross Abelow
- Robin LeMoine (Senator)

FROM: Francine Frank, Chair
Council on Educational Policy

The Council met on February 8 and considered revision of a proposed change in the charge to Educational Policy Council. This had been presented to the Executive Committee at its 1/30/84 meeting at which time the Committee voted to forward the proposal to EPC for their recommendation. EPC chose not to revise the charge.

FROM: Cathy LaSusa, Chair
Undergraduate Academic Council

For Information (Reported to Executive Committee 1/30/84):

1. The Undergraduate Academic Council held a meeting on December 8 and the first meeting of the Spring semester on Wednesday, January 25.

2. At the December 8 meeting, UAC passed two provisions relating to the Incomplete Grading Policy.

   A. The following was added to the current policy on undergraduate changes:

   A grade of A, B, C, D, E, S, or U may not be changed to a grade of I. On a case by case basis and for good cause, the Office of the Dean for Undergraduate Studies would continue to have the power to allow grade changes for reasons deemed legitimate.
The rationale is to clarify and enforce the existing grade change policy that states that "an instructor may not permit students in an undergraduate course to submit additional work or to be re-examined for the purpose of improving their grades after the course has been completed." Often, when a letter grade is assigned, this provision is skirted by the grade being changed to an "I" and then subsequently raised to a higher letter grade. The Council also felt that this would encourage students to resolve incompletes by the stated deadline or, in advance, request that the instructor formally extend the incomplete that would otherwise revert to an "E" or "U." The full rationale for the proposed additions was contained in the committee's report.

B. During the discussion of the above proposal, it was felt that the statement pertaining to incomplete grades should be revised to reinforce the grade change policy. Once an I grade was converted to an E, it should not be subsequently changed. The following sentence was added to the current definition of the Incomplete grade:

Except for extenuating circumstances approved by the Office of Undergraduate Studies, these converted grades may not be later changed.

In addition, the Office of the Registrar will send each dean, department chair and director of an undergraduate program a list of all "I" grades assigned within that past semester for their unit. This is intended to keep each dean, department chair or program director abreast of any situation where an excessive number of incomplete grades have been assigned.

3. At the January 25 meeting, the UAC passed revisions in portfolio requirements for Studio Art Majors.

4. The Council passed an honors program in Judaic Studies.

5. Three minor revisions in the Economics Honors Program were approved.

6. The UAC approved the inclusion of the Teacher Education Program in the 1984-1985 program reviews.

7. The UAC passed a revision of the major in Atmospheric Science.

8. The UAC approved a revision of the major in Russian and East European Studies.

9. The Council approved the following minor in Russian and East European Studies as forwarded by the Curriculum Committee:

A minimum of 18 graduation credits from among the following with no more than 6 credits from any one prefix:

- GOG 368(3), 371(3)
- HIS 352w(3), 353w(3), 354w(3), 355w(3)
- POS 352(3), 354(3), 356(3)
- RUS 161J(3), 162J(3), 261L(2), 262L(2), 263L(2), 264L(2)
- SOC 446(3)
For Information (reported to Executive Committee 3/5/84):

1. The Undergraduate Academic Council held the second meeting of the Spring semester on Wednesday, February 22.

2. The Council approved the following minor in Anthropology for the Professions:

   A minimum of 18 graduation credits (including a minimum of 9 graduation credits in coursework requiring one or more prerequisite courses or courses at or above the 300 level) as follows:
   
   ANT 200W or 200J;
   ANT 140W or 140J;
   ANT 264M; and 9 credits from
   ANT 265M, 361, 362, 364, 370, 372, 385, 401, 462 and 465

3. The UAC passed a revision of the major in Philosophy.

4. The Council passed a revision of the major in Criminal Justice.

5. The next meeting of the UAC will be on Friday, March 9 at 8:15 a.m. in AD 253.

6. The Honors Committee of the UAC has been charged with encouraging those departments that presently do not offer an honors program to do so. There are only thirteen majors that offer honors programs, thus prohibiting undergraduates in other disciplines from obtaining such challenge and recognition.

   The Committee has contacted the respective chairs and directors to relay the committee's willingness to assist in the effort.

7. The Honors Committee is also reviewing and evaluating existing honors programs. The purpose is to seek out under-utilized programs in an effort to stimulate awareness and interest in the available programs.

8. The Admissions Committee has formulated a policy for transfer credit from noncollegiate organizations which will be acted upon at the next Council meeting.

9. The Committee on Academic Standing has forwarded the issue of S/U Grading to the UAC. The Committee is presently reviewing retention standards and is finishing up work on the Add/Drop Policy.

10. The next meeting of the Undergraduate Academic Council is Thursday, March 22.
FROM: Lisa Kerr, Chair
Student Affairs Council

For Information (Reported to Executive Committee 1/30/84):

1. The Student Affairs Council met on December 7, 1983.
2. The Council will be reviewing the policies of the various committees.

For Information (Reported to Executive Committee 3/5/84):

The Student Affairs Council met on February 29. Copies of the Alcohol Policy were distributed at the meeting. This will be brought before the Executive Committee at its next meeting on April 9.

FROM: Thomas Dandridge, Chair
Research Council

Report of the meeting of December 12, 1983 of the Council on Research:

1. The Council discussed the proposed Guidelines for University Industry Cooperative Use of University Research Equipment and requested that the Committee on Industrial Linkages review the Guidelines for their applicability to computer use.

2. The Committee on Research Incentives recommended to the Council that 15 graduate students receive SUNYA Benevolent Grants. These grants will assist the students with expenses associated with their research. The Council approved the recommendation.

3. The Committee on Centers and Institutes recommended to the Council that the proposed Institute on International Writers and Artists be established. The Institute will foster a creative interchange between writers and artists affiliated with our institution, major American writers and artists, and writers and artists from other countries, through a variety of activities to be planned by the director, William Kennedy, and a steering committee. The Council agreed with the recommendation and will forward their approval to the Vice President for Research and Educational Development.

4. John Shumaker described the SUNYA Small Grants Competition. The Council reviewed the guidelines for the program and unanimously approved them.

5. The Council continued its previous discussion of the RFP for a mainframe computer. Barbara Wolfe, Director of the Computing Center was present to answer questions.
The Council on Research met on February 23, 1984 and approved the following:

**For Information:**

The Council reviewed and approved the recommendations from an ad hoc committee of Distinguished Professors and former award winners of the Excellence in Research award for the 1983-84 Excellence in Research Awards. The Committee recommended three faculty for the award. The Council will meet again in three weeks.

**For Action:**

The Campus Guidelines for University Industry Cooperative Use of Research Equipment were discussed. The Council approved the guidelines with the addition of a statement concerning computer use, and a sentence which references a point of contact for questions. The final approved guidelines are attached in the packet - Bill No. 8384-12.

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FROM: Robert Chaves, Chair
University Community Council

**For Information:**

The University Community Council met on February 14 and decided to form two sub-committees under the Transportation Advisory Board. First there is the Bus Alternatives Committee which will begin to look at the long-range aspects of the bus transportation system. The purpose of this committee is to write a preliminary report of bus alternatives which can be used for long-range planning. The second committee, the Bus Schedule Committee, will work on the short-term aspects of producing a new schedule for implementation in September, 1984.

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FROM: Kendall Birr, Chair
Library Council

**For Information:**

The Library Council is undertaking a long-term space study for the Library, aimed at space needs in the next decade.
Campus Guidelines for University-Private Sector Cooperative Use of University Research Equipment

SUBMITTED BY: Council on Research
March 5, 1984

IT IS HEREBY PROPOSED:

I. That the attached Campus Guidelines for University-Private Sector Cooperative Use of University Research Equipment be approved.

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

Attachment
Campus Guidelines for University-Private Sector Cooperative Use of University Research Equipment

In all three of its mission areas, education, research and public service, the State University of New York at Albany wishes to cooperate with the private sector for the mutual attainment of a common goal: namely the enhancement of the well-being of the people of the State.

To this end, SUNY/Albany is continuing to seek research grants and contracts from private sector concerns.

Additional cooperative relationships may be possible. University-private sector cooperative use of university research equipment is one such possibility. It is university policy that such cooperative use may be authorized within specific guidelines, subject to such additional restrictions as are imposed by federal or state law or regulations, the provisions of sponsored program contracts, or the terms of financing agreements. The following constitutes guidelines for university-private sector cooperative use of university research equipment.

Guidelines

1. Although the primary academic mission and research activities of the university must take first priority, these guidelines are intended to encourage the use of university research equipment to achieve mutually beneficial objectives to all parties when it is consistent with the educational, research mission, or industrial liaison program of the university by involving faculty, students or technical staff in ways which add to their knowledge and professional skills.

2. For cooperative use of research equipment involving compensation in excess of $5,000, the Research Foundation of SUNY will negotiate and administer an agreement, grant or contract on behalf of the campus. All agreements will be arranged through the University's regular practice for managing sponsored projects. This will insure that university officials will have an opportunity to review all agreements to insure that university policies and regulations such as Conflict of Interest, Patent Policy, disclosure of research activity, etc., are not violated.
3. The University recognizes the possibility of incidental use of such equipment. In such instances, the preferred mechanism for the transfer of funds will be through a purchase order. The purchase order will indicate the service provided and the dollar value of the service. Incidental use will be defined as a single instance of use amounting to less than $5,000. When cooperative use of research equipment is limited in scope to compensation less than $5,000, SUNY policy allows the campus President or designee to issue a "Revocable Permit" for such use.

4. Such arrangements with the private sector will provide for full recovery of costs, both direct and indirect, by the university. Any special cost relating to security, insurance and indemnification protection for the university and the industrial user must be borne by the user.

5. Rate structure for the use of equipment and facilities must have the approval of the campus fiscal designee as appointed by the Research Foundation.

6. Appropriate attention must be paid to the availability of equivalent services from private organizations to minimize the university's becoming engaged in competition with such organizations.

7. All arrangements must be consistent with general Trustee's policies, including the university patent policy and policy on disclosure of research activities.

8. The availability of particular items of equipment for cooperative use should be determined by the President or designee.

9. The Office for Research may be contacted for additional details.
March 16, 1984

MEMORANDUM

TO: Deans, Directors, Chairs and Members of the University Senate

I am pleased to announce the creation of a new award, The Collins Fellow. The award is designed to recognize each year a faculty member who, over a sustained period of time, has exhibited extraordinary devotion to the University and the people in it. The campus has a number of faculty who, in carrying out their professional responsibilities, have given themselves to a singular degree to the life of the institution. From among these campus citizens, we will each year honor one or more at Commencement ceremonies by designating them Collins Fellows. The award bears the name of Evan R. Collins who was President of this institution from 1949 to 1969, and who in two decades led it in the transition from a small teachers college to a major university center.

Each Fellow will receive an advancement in salary and a distinctive medal. The recipients also will be included in University-wide convocations and academic ceremonies, and their pictures will be hung in the entrance of the Administration Building.

Any member of the campus community may nominate a faculty member by forwarding a letter to the Office of the President prior to April 1, 1984. Nominations should be kept completely confidential. I hope you will take this opportunity to nominate an appropriate recipient. Please post this announcement or otherwise circulate it to your staff.

Vincent O'Leary

Administration 249, 1400 Washington Avenue, Albany, New York 12222, 518/457-4545
March 19, 1984

TELECOMMUNICATIONS SYSTEM STATUS

CURRENT SYSTEM

CENTREX I rented from New York Telephone
Telephones rented from AT&T since 1/84 (Result of Divestiture)
# Lines, 1,000  # Instruments, 2,000

PROPOSED SYSTEM

Northern Telecom, SL-1 leased/purchased by Continental Telephone Company

ANNUAL COST

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BENEFITS OF NEW SYSTEM

- Savings, primarily cost avoidance
- Own vs. Renting (control own destiny)
- State-of-the-Art voice/data integration
- Operate & Maintain System in house if desired
- Least cost routing of long distance calls
- Call detail recording of calls and destination
- Video capability between campuses
- Additional station features to increase user efficiency such as transfer, hold, 3-party conference, call forwarding, ring-again, etc.
- Touch Tone
- Linking of both campuses to create one unified system for both voice & data

CURRENT HAPPENINGS

Dormitory analysis underway
Inventory of current equipment now in progress
Awareness Sessions to introduce system to campus community - last week in March
Survey of Departments/Offices to begin in April to assess communication needs.

Installation targeted early 1985