

3-3-2005

## Minutes, Arts & Sciences Executive Committee Meeting, Thursday, March 3, 2005

Arts & Sciences Executive Committee

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**Minutes of the Meeting**  
**Executive Committee of the Arts and Sciences**  
**March 3, 2005**

**Members attending:** P. Lancaster, H. Edge, Y. Greenberg, S. Lackman, N. Decker, D. Griffin, P. Bernal, S. Klemann, P Neinken.

**I. Call to Order:** Yehudit Greenberg called the meeting to order at 12:35.

**II. Approval of Minutes:** The minutes of the meeting of February 17 were approved as edited.

**III. Reminder:** An Executive Committee Meeting will be held March 9, 8 – 9:30 a.m., Warden Dining Room.

**IV. The Policy on Intellectual Property** has been approved by the Board of Trustees at their February meeting. This policy will be published in appropriate places.

**IV. Elections:** There is a move to have greater and wider representation on the Governance committees. The Divisions should take a lead as well for nominees. Names are being solicited. Neinken also noted that SGA elections will be held after Spring Break; he encouraged the faculty to identify potential leaders for the President and Vice-President positions.

**V. Honor Code (Bernal):** Bernal noted that the current code has been vetted by legal advisors and has been reviewed by outside readers for language. The changes include the ways for students to sign the honor code. There are also changes in the way cases may be resolved. In the case of Self-referral, the student reports to the Council, and then the faculty member may be contacted. Under the present system dismissal occurs after a second offense. Under this system the student is dismissed after the third offense, if the student is found guilty for the first two offenses. Griffin requested that the wording of the dismissal requirement be clarified so that it is practiced, and subject to few unusual exceptions. At the first adjudication there is a meeting of the student, council, and faculty member. The penalty for the first formal offense is failure in the course, listed as HF. The student after the first offense (formal or informal) will be placed on Probation. Suspension is mandatory for a second violation. There are questions about how long the Probation and Suspension notation will remain on the transcript. Neinken reported that at SGA there were questions about how much ownership the students have of the process; is it clear that the Dean must make his selection from the list of candidates submitted by SGA? Who decides who gets to apply to be on the Council? Does the Dean have the ability to choose members outside the slate of candidates the SGA recommends? The language will be clarified about the procedure for student representatives. The Dean screens the students for eligibility, but he is not to make the final decision. The students were concerned about “nor witness” in the reaffirmation of the Honor Code, but it may cause some difficulties with the on-the-spot signing the pledge after an exam. Bernal pointed out that schools that have non-proctored (faculty required to leave the room) exams keep “nor witness” in the pledge; those with proctors take the phrase out. The faculty member becomes obliged to instigate a conversation with the student who has refused to sign.

The question of whether this applies to Holt: generally, when the A&S faculty passes a policy, the Holt School adopts, adapts, and implements a similar policy. There may be fewer honor codes in continuing education, not as many as in residential programs. Bernal will revise and send the document to Greenberg for distribution to the Faculty.

**VI.** The next Executive Committee meeting, Wednesday at 8, will be to discuss AAC business, to review changes in majors and minor (Music, International Business, Theater, LACA, and LACA minor).

**VII.** Finance and Service has reviewed the IT Master Plan and endorsed it.

**VIII.** President Duncan's proposals and initiatives (read March 1, 2005) need to be considered and defined to see if there would be a change in Faculty Governance. Lancaster suggested some of these proposals may be fleshed out by relevant deans and committees.

**IX.** The meeting was adjourned at 1:55 p.m.

Respectfully submitted,

Susan Cohn Lackman, Ph.D., M.B.A.  
Vice-President/Secretary