

**Subject: SOT Faculty Council Minutes of Meeting #6 - Unapproved**

**Date:** Wed, 16 Feb 2000 15:06:00 -0500

**From:** "Marion D. Schafer" <mdschafer@indstate.edu>

**Organization:** Indiana State University

**To:** Marion Schafer <mdschafer@indstate.edu>, David Malooley <etmaloo@ruby.indstate.edu>, "Dr. Ming Zhou" <imming@ruby.indstate.edu>, Rob Nora <tenora@ruby.indstate.edu>, "Dr. William Croft" <etcroft@ruby.indstate.edu>, Terry Nicoletti <imnicole@ruby.indstate.edu>, "Dr. Lee Ellingson" <ellingson@indstate.edu>, John Smock <smockj@citrine.indstate.edu>, "Dr. Joe Huber" <cthuber@ruby.indstate.edu>, Don Burger <aeburge@ruby.indstate.edu>

**CC:** "Dr. Tad Foster" <Tchfost@isugw.indstate.edu>

To: SOT Faculty Council

cc: Dean Foster

From: Marion D. Schafer, Secretary of Faculty Council

Date: 2/16/2000

Re: Minutes of Meeting #6 - Unapproved

The SOT Faculty Council met 12:00-1:00 p.m., Wednesday, February 16, 2000

in TC 107. Following was the agenda:

Present: D. Burger, J. Huber, L. Ellingson, T. Nicoletti, W. Croft, D. Malooley, M. Schafer, M. Zhou

Absent: J. Smock, R. Nora

Guests: M. Hayden, J. Hellmann, T. Foster, J. McNabb, R. English, B. Dallmann

1. Approval of Minutes from Meeting #5

D. Burger moved, D. Malooley seconded to approve minutes #5. 6-0-0

2. Open Time (10 Minutes)

None

3. Reports from standing committees

T. Nicoletti reported that the Academic Affairs Committee had not met. M. Schafer reported that Faculty Affairs had met and approved the nominations for University Promotions Oversight Committee member to be placed on a ballot for all SOT faculty to vote on.

4. Old Business

-> D. Malooley asked the Chair to bring from the table the proposed SOT Guidelines for Articulation and Course-by-course Transfer. Discussion ensued. J. Huber moved, D. Burger seconded to approve the document as written. 7-0-0

5. Consider SOT Student Grievance Procedure proposal

J. Huber moved, D. Malooley seconded to approve adoption of the SOT Student Grievance Procedure with minor modifications. The amended document is to be made available to all SOT faculty. Secretary is to distribute a ballot to all SOT faculty to approve or reject the procedure. 7-0-0

**Subject: Faculty Council Meeting #7, March 22, 2000**  
**Date:** Thu, 16 Mar 2000 12:02:53 -0500  
**From:** "Marion D. Schafer" <mdschafer@indstate.edu>  
**Organization:** Indiana State University

To: Faculty Council

CC: SOT Faculty, SOT Deans

From: Marion D. Schafer, Secretary of Faculty Council

Date: 3/15/2000

Re: Meeting #7

The SOT Faculty Council will meet 12:00-1:00 p.m., Wednesday, March 22, 2000 in TC 107. Following is the proposed agenda:

1. Approval of Minutes from Meeting #6
2. Open Time (10 Minutes)
3. Reports from standing committees
4. Old Business
5. Take action on any proposals approved by Academic Affairs  
Committee
6. Take action on business from Faculty Affairs Committee
7. Take action on any proposals approved by Graduate Affairs  
Committee
8. Report from Representative to the Chair's Council
9. Dean's report to Faculty Council
10. Other

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<p>Marion Schafer &lt;mdschafer@indstate.edu&gt; Asst. Professor of Packaging Indiana State University</p>
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School of Technology Policy  
for  
Articulation Agreements

The primary authority for policies dealing with articulation agreements between any institution and Indiana State University's School of Technology lies with the faculty of the School. ( Handbook pp. 2-2 ) Articulation agreements will be in compliance with all existing regulations adopted by the University Senate.

1. The primary authority for the approval of an articulation agreement lies with the department offering the B. S. program. Collaboration between the department offering the program and the departments whose courses are included is required.

The process for approval is detailed in the *Routing Sheet for 2+2 Program Articulation Agreements and Course Transfer Agreements*. That form approved by the University Senate on March 27, 1997 requires approval by the following: ( See documents attached )

Chair, Department Curriculum Committee  
Chair, Department  
Chair, School Curriculum Committee  
Dean  
Provost and Vice President

2. In addition to meeting all the requirements for graduation from ISU, students pursuing an articulated degree will be required to:
  - successfully complete 24 sem. hrs. from offerings of the SOT
  - successfully complete 12 sem. hrs. from offerings of the department offering the program.
3. Action will be taken by Academic Affairs Committee within 20 working days of receipt of any proposed agreement from the secretary of the Faculty Council.
4. The School of Technology's Academic Affairs Committee and the Faculty Council will act on challenges or complaints from aggrieved departments concerning any part of this policy.

School of Technology  
Policy on  
Transfer of Credit

The primary authority for policies dealing with transfer of credit from any source to Indiana State University lies with the faculty. ( Handbook pp. 2-2 ) The evaluation of transfer credit to programs within the School of Technology will be in compliance with all existing regulations adopted by the University Senate.

1. The primary authority for the evaluation of any transfer of credit to a SOT program lies with the department offering similar courses. Collaboration between the department with primary authority and any other department wishing to apply the credit to a program is required.
2. Applicability of transfer credit is dependent upon the student's program. Credit will be re-evaluated if program is changed.
3. Transfer of courses isn't necessarily made one-to-one. Multiple courses from the source institution may count for a single course at ISU; the converse may be applied where appropriate.
4. A matrix of course equivalences shall be built and maintained. This matrix should be as broad-based as feasible. Departments wishing to add to the matrix ( or delete/modify) will follow the procedure as approved by the University Senate ( March 27, 1997). This procedure requires approval by: Dept., AAC, Council, Dean . . .
5. The School of Technology's Academic Affairs Committee and the Faculty Council will act on challenges or complaints from aggrieved departments concerning any part of this policy.

(Approved by Ad-hoc committee 6/14/99 — 4-0-0 )