MEMORANDUM

DATE: January 18, 2008

TO: Martha L. Louder, Ph.D.
    Speaker, Faculty Senate

FROM: David Parrott, Ed. D.
      Chair, Rules and Regulations Committee

SUBJECT: Proposed Revisions to 2004 Student Rules

Attached please find proposed revisions to the 2004 Texas A&M University Student Rules as approved by the Rules and Regulations Committee.

xc: Dr. David B. Prior, Executive Vice President and Provost
    Dr. Bill Kibler, Interim Vice President for Student Affairs
    Mr. William B. Krumm, Vice President for Finance and Controller
    Mr. Charles Sippial, Vice President for Administration
Section 8.1 – Existing Rule:

Final examinations are not mandatory for undergraduate or graduate course instruction. If, however, a final examination is required by the instructor, then it shall be designed to be taken during a period not to exceed two hours. Courses carrying one credit hour of theory or practice shall have one-hour examinations given during the last class period. During the fall and spring semesters, the end-of-the-semester schedule shall be as follows: In the 15th week of the semester, students attend classes Monday and Tuesday and have two days of preparation time—“reading days”—on Wednesday and Thursday. Monday and Tuesday of this week are “dead days,” meaning no regular course examinations (except for laboratory and one-hour courses) shall be given on these days. Examinations shall begin on Friday of the 15th week, will resume on Monday of the 16th week of the semester and will conclude on Wednesday of the same week. All final examinations shall be given in accordance with the schedule published by the Office of the Registrar. Commencement shall be scheduled for Friday and Saturday of the 16th week.

Proposed Change:

Final examinations are not mandatory for undergraduate or graduate course instruction. If, however, a final examination is required by the instructor, then it shall be designed to be taken during a period not to exceed two hours. One credit hour courses may give final examinations during the last scheduled class period, but not during the final exam period. During the fall and spring semesters, the end-of-the-semester schedule shall be as follows: In the 15th week of the semester, students attend classes Monday and Tuesday and have two days of preparation time—“reading days”—on Wednesday and Thursday. Monday and Tuesday of this week are “dead days,” meaning no regular course examinations (except for laboratory and one-hour courses) shall be given on these days. Examinations shall begin on Friday of the 15th week, will resume on Monday of the 16th week of the semester and will conclude on Wednesday of the same week. All final examinations shall be given in accordance with the schedule published by the Office of the Registrar. Commencement shall be scheduled for Friday and Saturday of the 16th week.

Justification for Proposed Change:

The current wording can be interpreted to mean—perhaps even requires!—that a course with 3 credits of theory and 1 credit of practice have the final examination given on the last class day.

Submitted by: Gary E. Briers, Agricultural Education.

Approved by the Rules and Regulations Committee 10/16/03.
Approved by the Faculty Senate 11/10/03
Section 12.5.3 Existing Rule:

Suspended from the university—because of scholastic deficiency; or separated from the university because of scholastic deficiency by one of the following actions:

- **Suspension**: Separation of the student from the university for a definite period of time. The student is not guaranteed readmission at the end of this period of time. The student is guaranteed a review of the case and a decision regarding eligibility for readmission.

- **Dismissal**: Separation of the student from the university for an indefinite period of time. Readmission to the university may be possible in the future, but no specific time for a decision is established.

- **Termination**: Permanent separation of the student from the university for scholastic deficiency. The student is not eligible for readmission to the university. Termination can occur following a ruling by the Graduate Appeals Panel that does not support the student’s appeal.

A recommendation to suspend, dismiss or terminate the student from the university because of scholastic deficiency must be made in writing to the director of the Office of Graduate Studies by the department or the student’s graduate advisory committee. If the recommendation is made by the advisory committee, it must be signed by all members of the committee, including the Graduate Council representative (in the case of doctoral students).

Proposed Change:

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A recommendation to suspend, dismiss or terminate the student from the university because of scholastic deficiency must be made in writing to the director of the Office of Graduate Studies by the department or the student’s graduate advisory committee. If the recommendation is made by the advisory committee, it must be signed by all members of the committee, including the Graduate Council representative (in the case of doctoral students).

Justification for Change:

The recommendation to do away with the Graduate Council Representative (GCR) has been studied by the Graduate Council ad the Faculty Senate on and off for a few years now. The proposal came forward again, was studied by a subcommittee of the Faculty Senate and Dr. Gates signed a GCR Resolution on 5/10/03 eliminating the GCR position on doctoral advisory committees. This resolution was also approved by the Faculty Senate on 4/14/03.

Submitted by: Brenda Thomas, Office of Graduate Studies

Approved by the Rules and Regulations Committee 10/16/03
Approved by the Faculty Senate 11/10/03
Section 19.2.6 – Existing Rule

Property Deposits – Refunded on request when a student completes his or her studies and leaves the university.

Proposed Change:

Property Deposits – Refunded on request when a student completes his or her studies and leaves the university.

Justification for Change:

Rule 19.2.6. reads as follows, “Property Deposits – Refunded on request when a student completes his or her studies and leaves the university.” The 2003-2004 changes implemented to Rule 19.1.5 would seem to make 19.2.6 incorrect/unnecessary. 19.1.5 reads: Property Deposits – In accordance with Texas State Education Code §54.502, property deposits are returned automatically within six to eight weeks upon the withdrawal or graduation of a student. Amounts necessary to cover any loss, damage, or breakage caused by the student is deducted from the returned amount.

Submitted by: Jacquie Vargas, Department of Student Life

Approved by the Rules and Regulations Committee on 10/16/03.
Approved by the Faculty Senate 11/10/03
Section 27.1.8 – Existing Rule

_Hall Probation:_ An official notice that the student’s conduct is in violation of residence hall rules and/or university rules and that more stringent student conduct sanctions, including removal from housing, may result if future violations occur. In addition, a student is ineligible to hold an elected or appointed office in any affiliated residence hall organization. This includes but is not limited to the following offices/positions: president, vice president, secretary, treasurer, RHA delegate, Bonfire Yellow Pot and Bonfire crew chief.

**Proposed Change:**

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**Justification for Change:**

Change wording to remove the phrase at the end of the section, “Bonfire Yellow Pot and Bonfire crew chief.” These offices/positions no longer exist.

**Submitted by:** Jacquie Vargas, Department of Student Life

**Approved by the Rules and Regulations Committee on 10/16/03.**  
**Approved by the Faculty Senate 11/10/03**
Section 58.2 – Existing Rule

Upon receipt of the written request for a hearing, the chair shall set a time and place for the hearing as soon as practicable. If the panel is unable to meet during the semester in which the alleged offense occurred, the appeal hearing shall take place no later than the third class day of the next semester. (Rule 58.2 contains an error. While this rule is under review for correction, Texas A&M University will continue with its long-standing custom and practice of allowing an appeal hearing for students who submit an appeal within five university working days of the delivery of the disciplinary decision.)

Proposed Change:

Upon receipt of the written request for a hearing, the chair shall set a time and place for the hearing as soon as practicable. If the panel is unable to meet during the semester in which the alleged offense occurred, the appeal hearing shall take place no later than the third class day of the next semester. (Rule 58.2 contains an error. While this rule is under review for correction, Texas A&M University will continue with its long-standing custom and practice of allowing an appeal hearing for students who submit an appeal within five university working days of the delivery of the disciplinary decision.)

Justification for Change:

1. To align our rule with recent case law.
2. To reflect trends in student judicial affairs.
3. To allow the panel to hear appeals related to violations that occurred more than one semester previous.

Submitted by: Wynn Rosser, VPSA, Chair of UDAP

Approved by the Rules and Regulations Committed on 10/16/03.
Approved by the Faculty Senate 11/10/03
Rules and Regulations
Minutes of October 16, 2003

Attending: Polli Satterwhite, Jorge Leon, Josh Peschel, Benjamin Graves, Dave Parrott, Su-Zan Harper, Ken Poenisch, Linda Perry, Brian Tenclinger, Debbie Pack

Agenda Items:

1. **Introductions**: Chairman Dave Parrott introduced himself to the new 2004 Rules and Regulations Committee followed by each member introducing themselves and the department they represent.

2. **Election of Vice Chairperson**: Dave asked for nominations for the Vice-Chairperson of the Rules and Regulations Committee. Ken Poenisch placed himself up for nomination. Polli Satterwhite seconded. By acclaim, Ken was elected.

3. **Review of Charge to Committee and Committee Voting**: Dave reviewed the charge to the Committee which appears in the Faculty Senate By-laws.

4. **Status Report of the 2003 Rules**: A handout was given to each member of the Committee showing the status of all of the rules submitted in 2003. There are only two outstanding rules which will be revisited by the Faculty Senate at their November meeting – Section 1.16.6 and Section 1.8.

5. **Questions/Comments from Committee Members**: No questions.

6. **Revisions to the Student Rules**:

   A. Section 7.5 – Ken made the motion to accept Exhibit A to this rule which was the result of the wordsmithing produced by the 2003 Rules and Regs Committee. The only change to the rule will be in paragraph three by replacing “missed work” with “graded activities”. Su-Zan seconded. Rule was passed by the Committee.

   B. Section 7.5, Exhibit B – This proposed change was sent in under a separate proposal. Polli made the motion to fail this proposal because the changes requested were covered under Section 7.5 above. Su-Zan seconded. Motion failed.

   C. Section 8.1 – Polli made the motion to replace the third sentence “Courses carrying one credit hour of theory or practice shall have one-hour examinations given during the last class period” and replace with “One credit hour courses may give final examinations during the last scheduled class period, but not during the final exam period.” Su-Zan seconded. Motion passed with majority vote and one abstention.

   D. Section 12.5.3 – Su-Zan moved to accept. Polli seconded. Rule passed.

   E. Section 19.2.6 – Su-Zan moved to accept. Ken seconded. Rule passed.

   F. Section 27.1.8 – Su-Zan moved to accept. Polli seconded. Rule passed.

   G. Section 58.2 – Su-Zan moved to accept. Polli seconded. Rule passed.

7. **Committee Meeting Dates**: A couple of corrections to the meeting dates, November should be November 13th and December needs to be changed to December 11th.

Meeting was adjourned.