**Senate Rules and Elections Committee**

**August 21, 2014**

**Minutes**

**Jones (Chair pro tem), Brion, Grossman, Pienkowski, Wood**

**1. Omnibus Senate Rules Updates**

The SREC reviewed and made final adjustments to the omnibus update of the Senate Rules, incorporating all Senate actions, SREC interpretation and other adjustments since November 2012. These final adjustments will be sent shortly to Sheila Brothers for posting at the outset of the coming fall 2014 semester.

**2. Interpretation of Senate Rules Concerning Changes to Final Course Grades**

The SREC discussed the following question:

After the official course Instructor of Record (as officially entered into SAP) has submitted the final course grades at the end of the semester, is a department chair or dean authorized to then direct the Registrar to replace that person’s name in SAP as the Instructor of Record with a different person’s name for any reason, including so that the new Instructor of Record can then change the already-entered final course grades?

The SREC interpreted

“*It is a violation of Senate Rules 5.1.6 and 5.1.7 for department chair (or any other administrator) to change the Instructor of Record to a different person after the final course grades have been formally submitted to the Registrar, for any reason, including so that the new Instructor of Record can then change any of the final course grades. A department chair (or any other administrator) is authorized to change a final course grade without the concurrence of the Instructor of Record who entered that grade only when the chair is changing the temporary transcript notation of (1) ‘course in progress’ or (2) ‘missing grade’ to a final grade (SR 5.1.6). Under SR 5.1.7, if a student claims that a change of an already submitted final course grade is warranted, and the Instructor of Record who entered that grade is unwilling to change it, then the proper resolution is for the student to lodge a grade appeal with the University Appeals Board*.”

The SREC cannot conceive of any valid reason for changing the Instructor of Record after the final course grades have been entered.

The SREC also decided to again draw the attention of the Senate Council to that the University still has four separate Registrars, only one of whom reports directly to the Provost, and the other three (Medicine, Dentistry, Law Registrars) instead report directly to a respective dean. There is no single overseeing Registrar who has a charge of supervisory responsibility for ensuring that newly appointed area registrars are effectively oriented or are acting in compliance with Senate Rules. The SREC previously drew this situation to the attention of the Senate Council ([09/11/2011](http://www.uky.edu/Faculty/Senate/files/Meetings/1_2011-2012/20110926/Improper%20Course%20Grade%20Change%20Interp%20of%20SR%20on%20Parameters%2C%20and%20Remedies.pdf)) and the Senate Council in turn voted ([09/26/2011](http://www.uky.edu/Faculty/Senate/senate_council/minutes/2011-2012/SC%20Minutes%20September%2026%202011_TO%20SC.pdf)) to draw the situation to the attention of Provost Subbaswamy. The need for a single responsible supervising Registrar was also emphasized to the Senate Council by its ad hoc calendar committee ([04/23/2012](http://www.uky.edu/Faculty/Senate/senate_council/minutes/2011-2012/SC%20Minutes%20April%2023%202012.pdf)).

**3. EMBA Joint Diploma**

The SREC drafted a potential layout of the EMBA Joint Diploma (UK/UofL). (Attached to these minutes). The SREC modelled the language upon the current WSU/UK Mechanical Engineering Joint Diploma. The SREC directed Jones to contact the President’s Office through Bill Swinford to make the President aware that layout of the draft EMBA (and current WSU/UK) Joint Diploma does provide for the President’s signature, but does not expressly state that the President physically confers the degree to the graduating student. The SREC does not know if the relationship of the UofL President to the UofL Faculty and UofL degree process is the same as that of UK, and so the present draft EMBA Joint Diploma has modelled upon the WSU/UK Joint Diploma in which the President’s role is not expressly stated. Jones will send the draft to both the President’s Office and the office of the Dean of Business and Economics for their further assessment and suggestions.

