

**UNIVERSITY OF MASSACHUSETTS AMHERST  
RULES COMMITTEE  
MINUTES**

**JUNE 10, 2016**

**9:00 A.M.**

**HAMPSHIRE HOUSE CONFERENCE ROOM #120**

Present: MJ Peterson, Richard Bogartz, Susan Whitbourne, Yemisi Jimoh, Marilyn Billings, Nancy Cohen

**1. GUESTS**

**Ruth Yanka and Alyson Gill– Discussion of Results of the Amazon@UMass Surveys**

The results of the Adoption Survey Summary were presented. The response rate was 16% (an N of 280), and of these, 57% were satisfied or very satisfied. Concerns included not being able to request books that are not currently available. Only 34% of respondents finished inputting their adoptions after November and this is not in compliance with federal regulations for student accessibility to text material. Suggested areas for improvement from the survey include easy re-adoptions, improved the ability to obtain source material, and improved communications. Additional concerns raised by the Rules Committee include adopting earlier editions of books, getting desk copies to faculty, and making course pack adoptions less cumbersome of a process. The University has a 5-year contract with Amazon and there is the hope that, given the survey results, there will be plans to improve the major areas of concern. There will be a focus group established that will allow users to express and discuss concerns.

**2. MINUTES**

Minutes of the May 11, 2016 Rules Committee meeting submitted by Jim Rinderle were approved.

**3. ACTION ITEM**

Acting on behalf of the Faculty Senate, approval of the Special Report of the Academic Matters and Academic Priorities Councils concerning a Revision of the Bachelor of Science (B.S.) Program in Civil and Environmental Engineering, as presented in Sen. Doc. No. 16-077 with Motion No. 34-16.

This item was deferred until the July Rules Committee meeting when Jim Rinderle will be able to lead the discussion on this item.

**4. DISCUSSION ITEMS**

**A. Organization of Rules Committee/Administration Meetings (*Jimoh*)**

The question was raised about whether we should have these meetings if there is no specific agenda or if the Chancellor cannot attend. The question was also raised about whether all administrators need to attend when the topics do not pertain directly to their areas of oversight or counsel.

**B. Composition of Campus-Level Planning and Budget Advisory Committee**

Discussion of the proposed members of the committee included the question of whether a representative of the Dean of Commonwealth Honors College (CHC) should be rotated with Dean of the Library and Dean of the Graduate School or rotated with other academic deans. This is a discussion that we may want to continue as it pertains to the larger issue of where CHC belongs in the budget model.

C. Items for Rules Committee/Administration meeting on July 25<sup>th</sup>

The items will include enrollment, financial aid, budget update, and the language requirement (proficiency and implementation of the 10% exemption).

D. Language Requirement

There are two parts to this topic: language requirement of students as they come to UMA (State Dept. of Education requirement) and academic standards on campus that are determined by UMA. MJ will forward a letter to us that she has received concerning the language requirement in SBS. We want data on the numbers of students enrolled in language programs (majors, minors, other majors requirements) and determine what motivates students, what are the impacts. MJ will speak with Martha Stassen to obtain this larger context.

E. Changes to Approval of Concentrations with Degree Programs

MJ has a list we developed of questions for John McCarthy.

F. Faculty Senate Processes – 2015-2016: What Worked/What Didn't

Postponed to July meeting

G. Another Amendment to the Academic Dispute Procedures (*Peterson*)

This item is a heads up that more information will be coming to Rules either later in the summer or early fall.

Respectfully submitted,  
Susan K. Whitbourne