

Minutes of meeting of Academic Council. Present were Deans Byo, Edgar, Charignon, Foster, Dykema, Paraska, Swartz, and Miller, Dr. Coffield, Dr. Coffelt.

February 4, 1969

1:00 p.m. - Executive Conference Room

The meeting was called to order at 1:00 p.m.

The first item for discussion was concerning the reorganization of registration procedures. We must now allow room or time changes without authorization from the Registrar's Office. Dr. Foster distributed the attached sheets showing those classes which had an unauthorized time or room change. Dr. Foster asked the following questions:

1. What do we do to make sure this does not occur again?
2. What do we do for the benefit of the students on this schedule?

Mrs. Smith will take care of all room or time changes. The department head must be responsible for making sure someone is prepared to direct students to the new classroom or new time.

Dr. Coffelt suggested we have Dr. Foster and whoever has the room assignments notify the dean of the college in which the course falls and have that dean see that the department chairman meets that class. Each dean must communicate to their department heads and request that this not be done again.

It was then suggested that the difficulty be corrected by the department heads alone. Each department head will be responsible for seeing that someone meets classes which have been changed and that classes (time or room) are not changed again unless authorized to do so.

A report from the sub-committee on admissions presented a recommendation for catalog change to delete "at least three months" and after the word "before" insert "by the established application closing date of the quarter he wishes to enter". Dr. Coffield has permission to alter this statement accordingly. This particular statement will replace the 12-month intent in catalog. Dr. Coffield will also specify "academic suspension". We will express appreciation to Mrs. Botty and her committee for bringing this to our attention.

Dean Edgar announced that an application for Title VI will be mailed in time to make the deadline.

The Promotions Committee has been meeting and hopes to clear them up in order to submit a report to the President by Thursday. You will be notified as to the final decisions as soon as they are available. We hope, also, to have the final Sabbatical list this week.

Operating funds for the 1969-70 budget will be decided at the budget review sessions. Recommendations from the department chairmen on the operating budget should be in the hands of each dean at the budget review session.

Dr. Coffield reported 659 suspensions for the fall quarter with 258 reinstatements.

Registration of new and transfer students will be held on September 15. All fees must be paid on or before the due date and prior to the beginning of classes.

Dr. Coffelt announced that representatives from Caudill, Rowlett, and Scott will be on campus on February 19, 20, 21 and will be meeting with various faculty members on campus. Caudill, Rowlett, and Scott were contracted as the master planners for Youngstown State University. There will be a special Senate meeting on February 18 at 4:00 p.m.

Dr. Swartz asked if we are to make a distinction on graduate and undergraduate load stipulations. Some are getting double credit for teaching a graduate course. It was noted that the president had made a statement that there should be no reduction in load for teaching a graduate course. It was stated that North Central said it would have to be a reduced load. Dr. Coffield will discuss the subject with the president and Dean Edgar will continue his study of such.

Meeting adjourned at 2:20 p.m.

WHC:krb

Department	IBM Code		From Bldg. & Room		To Bldg. & Room
Business	0054				05 021
Biology	0503		14 407		14 406
Biology	0516		14 407		14 406
Biology	0517		14 407		14 406
Biology	0518		14 407		14 406
Biology	0520		14 017		14 17G
Biology	0520	lab	14 017		14 17G
Biology	0521		14 017		14 17G
Biology	0521	lab	14 017		14 17G
Biology	0522		14 017		14 17G
Biology	0522	lab	14 017		14 17G
Biology	0523		14 017		14 17G
Biology	0523	lab	14 017		14 17G
Biology	0535		14 12G		14 407
Biology	0538		14 425		14 407
Biology	0549				14 407
Biology	0549	lab			14 422
Natural Science	0582		14 12G		14 402
Chemistry	0802				14 213
Economics	1450				06 306
Economics	1475				13 207
Health & Physical Ed.	3434				13 Gym
Health & Physical Ed.	3435				13 Gym
Mathematics	4221		22 285		22 287
Mathematics	4244		22 MWF 416		22 M- 416
					W- 417
					F- 418
Mathematics	4414		13 T-Th 203		13 T- 203
					Th 104
Psychology	5556		09 025		09 022
Psychology	5557		09 025		09 022
Psychology	5558		09 025		09 022
Speech	6300		06 112		06 206
Speech	6305		06 112		06 206
Physics	5132				14 112

TIME CHANGES

	<u>Bldg.</u>	<u>Rm.</u>	<u>From</u>		<u>To</u>	
			<u>Day</u>	<u>Time</u>	<u>Day</u>	<u>Time</u>
0802	14	213	M	11:00-1:50	MWF	10-10:50
2918	13	13	MWF	2:00-2:50	MWF	12-12:50
3635	22	322	MW	5:30-6:50	MW	<u>7-10:20</u> <i>evening</i>
3651	22	322	MWF	2-3:00	T-Th	9:30-10:50
3675	22	422	T-Th	<u>7-8:20</u> <i>24x7/1/28</i>	T-Th	2:00-3:30

INTER-OFFICE CORRESPONDENCE

TO Dr. Wm. H. Coffield, Vice-President for Academic Affairs DATE 1-29-69
and The Academic Deans' Council

FROM Admissions Policy Sub-committee

SUBJECT Query concerning some ambiguity in the current Catalog, and
between the current Catalog and the January 3 Policy Change

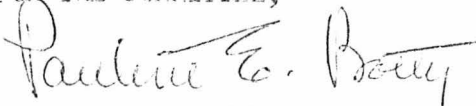
In the process of examining the current Catalog, the Committee has requested me to ask your clarification of the following statements in the 1968-69 Catalog on Page 40 under the rubric FORMER STUDENTS, within the second paragraph on the bottom of the left-hand column, beginning, "Former students who were...." You may wish to clear this for the new Catalog.

1. There seems to be an inconsistency between the time periods of a) and b) in that paragraph. In a) the suspended student must submit application for re-admission to the University "by the established application closing date." In b) the student must request permission to re-enter to the proper dean, "at least three months before the beginning of the quarter he wishes to re-enter."
2. There is a further inconsistency between one, either, or both of these time periods and the third sentence under RECOMMENDATION 3: WARNINGS, PROBATIONS, AND SUSPENSIONS of the newly adopted policies. This reads, "Suspension, which means an unspecified period of separation from the University,...."

(NOTE: Underlining is mine. PEB)

3. As a guide to the Committee it would be helpful to receive from the Council whatever evidence that is available about adherence to these policies as stated in the Catalog.

FOR THE COMMITTEE,


PAULINE E. BOTTY, Chairman

TO Dr. Wm. H. Coffield, Vice-President for Academic Affairs DATE 1-29-69
and The Academic Deans' Council

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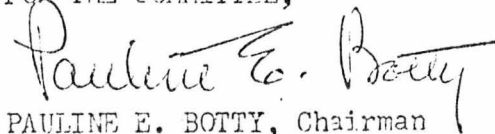
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FOR THE COMMITTEE,



PAULINE E. BOTTY, Chairman

INTER-OFFICE CORRESPONDENCE

Hold For DEANS
Meeting ON TULU

TO Dr. Wm. H. Coffield, Vice-President for Academic Affairs
and The Academic Deans' Council

DATE 1-29-69

FROM Admissions Policy Sub-committee

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FOR THE COMMITTEE,

Pauline E. Botty
PAULINE E. BOTTY, Chairman

INTER-OFFICE CORRESPONDENCE

Hold For DEANS
Meeting ON TUE

TO Dr. Wm. H. Coffield, Vice-President for Academic Affairs
and The Academic Deans' Council

DATE 1-29-69

FROM Admissions Policy Sub-committee

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PAULINE E. BOTTY, Chairman

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Final Room Changes

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SUBJECT Correction in Minutes of February 4, 1969, meeting of Academic Council

The second sentence in the second paragraph of the Minutes of the meeting of Academic Council on February 4, 1969, should read as follows:

We must not allow room or time changes without authorization from the Registrar's Office.

Please make the necessary correction on your copy of the minutes.
