

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

June 3, 1969 - 1:00 p.m.

Executive Conference Room

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

Materials concerning the National Commission on Accreditation were distributed to the members for their files.

Dr. Coffelt announced that Caudill, Rowlett, and Scott will have a team on campus (four people) on June 17, 18, and 19. They would like to present some summary data and a set of preliminary planning assumptions. They are interested in meeting with the Academic Council on Tuesday, June 17, 9-12 a.m. in the Engineering Conference Room.

The meeting was then turned over to Dean Dykema and his report on orientation. Dean Dykema had not yet talked with the other people concerned about the orientation report. Mrs. Smith had stated that she was in general agreement with the report but asked if registration could not take place by schools. Dean Miller expressed a desire to complete the entire operation in one day rather than several even if we have to work into evening so that we can get it over with. Two dates set up as of now are September 16 and September 30.

A suggestion was made that we use space in the Recital Hall, the Planetarium, and Strouss Auditorium as well as the Engineering Auditorium. Only the Engineering Auditorium had been considered because it is air conditioned and makes an initial good impression.

A suggestion was made that it might be desirable to have some kind of program that could include the parents. Most of the group felt it wise to have parents come in for some program but not for the orientation itself.

Dr. Coffield stated that he has had contact with three or four student leaders who also wish to have some time at orientation to talk with the new freshmen. It will be better to have information from all organizations available during intermissions rather than have representatives from each one speak at the orientation.

Dr. Coffield asked that Dr. Foster, Dean Dykema and Dean Miller get together on orientation again this week to discuss problems pertaining to The School of Business Administration.

A final decision on the orientation report will be made next week.

Dean Charignon asked that for the summer, classes on the third floor of the engineering building be kept to a minimum. The air conditioning is not equipped to handle that many people on the third floor as it is mainly a research floor.

Dean Miller asked the following questions:

1. Will we get a print-out of summer registration? Yes, sometime this week.
2. How soon after close of registration on Friday, June 13, will we have a print-out? Dr. Foster feels sure we will have it within 24 hours or by Monday a.m.

Dr. Coffield announced that we have received an acceptance from Dr. Rishel for Dean of Student Affairs and Dr. Scriven for Dean of Admissions and Records. Both will begin August 1, 1969.

It is intended that all continuing education, non-credit conference short courses be handled through the Department of Continuing Education. Dr. Looby will be here July 1 as coordinator of this area. This department was established to encourage these types of programs.

Meeting adjourned at 2:30 p.m.