

ACADEMIC COUNCIL

Minutes of Meeting of December 1, 1970

The meeting was called to order at 1:10 p.m. Present: Dr. Edgar and Deans Aurand, Charignon, D'Isa, Miller, Paraska, Robinson, Scriven, and Smith.

The minutes of the meeting of the Council of November 10, 1970, were corrected to show the last paragraph to read: "Query? Should we have common guidelines for reinstatements for the university? Discussion followed. Dean Scriven is studying the suspension and reinstatement practices and will report later." Dean Aurand moved that the minutes be approved as amended. Seconded by Dean Smith. Motion carried.

Dr. Edgar advised the council that the ad hoc committee to re-examine the admissions policy of the University appointed at the meeting of the Academic Council on October 7 has been increased by adding two ex-officio members to the committee: Dr. Randolph Foster, Director of Institutional Research, and Dr. James Scriven, Dean of Admissions and Records.

The proposed academic calendar for 1971-72 prepared by Dean Painter was briefly discussed. Discussion will continue at a subsequent meeting.

The council was informed of Dean Smith's proposal to permit department chairmen to process purchase requests under some dollar figure (perhaps \$25) without obtaining the signature of the dean of the school. Dr. Edgar advised the Deans that they may institute such a policy within their school if they so desire with the maximum limit of \$25.00. Memo outlining the policy should be sent to each chairman by any dean electing to use this policy with a copy to Dr. Edgar and Mr. Rook.

President Pugsley's letter outlining guidelines to be used in the process of employing new faculty was discussed. Questions were raised about the sentence in the second paragraph which states that a chairman may consult with appropriate members of the faculty in locating individuals. There was sentiment to the effect that this might read: is normally expected to consult with the appropriate members of the faculty and administration. Question was raised about the reimbursement of travel for prospective faculty members to be appointed at the instructor rank with some sentiment indicating that this travel should be reimbursed. The final point discussed was the matter of how candidates, who are not employed, should be notified. Consensus of opinion was that the present policy of the chairmen writing to the prospective faculty member should be continued.

Dr. Edgar pointed out that he has received from one Dean a few notices of tenure reviews being made. The Deans were asked to see that the review procedure as announced is followed and early enough so that timely notice can be given to faculty members concerned. A rationale must be provided as a basis for denying continued employment which would lead to tenure. It was suggested that new faculty members be briefed on University policy and regulations on probationary and tenure appointments in order to preclude misunderstanding.

Information about submittal for recommendations for promotions and preparation of the next fiscal year budget will be forthcoming shortly. Request for leave, both sabbatical and leave without pay, for the next year are due in Dr. Edgar's office by 1 January 1971.

Dean Smith raised the question about suspended Youngstown State University students going to other institutions of higher education and earning credit while suspended at Youngstown State University and transferring it to Youngstown State University. All agreed that this was contrary to Youngstown State University policy.

Dean Robinson raised the question about having advisement and registration through Friday night. It was felt that this was a non-productive procedure and Dean Scriven said that he would discontinue it during future registrations.

Dean D'Isa advised the council that instructions will be forthcoming outlining procedure to be followed to apply for Title VI Instructional Equipment Grants. The State of Ohio has been allocated \$275,282. No institution may apply for more than 10% of this amount. The proposals are due in to Columbus by 30 January 1971. The Title VI proposals are matching grants on a 50-50 basis. The preliminary information is that departments must provide matching funds from their current departmental budgets. This matter will be reviewed.

Dean Miller pointed out that faculty evaluation sheets were delivered on Monday of the last week which makes it impractical to distribute to the faculty and have them completed. He has scheduled a conference with Mr. Simko to discuss this. The other deans indicated that the evaluation sheets were being distributed for completion so far as practical.

Dean Scriven requested that the various schools return their comments about the proposed graduation sheets to be used by each school.