

MINUTES OF THE COUNCIL OF ACADEMIC DEANS MEETING OF MAY 13, 1971

Members Present: Vice-President Edgar, Chairman, Deans: Scribner, D'Isa, Robinson, Aurand, Miller and Charignon

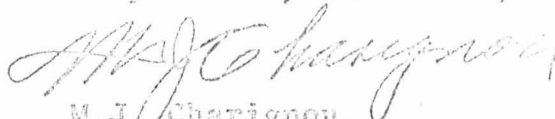
Guest: Dr. Randolph Foster

MAY 13 1971

1. The meeting was called to order by Vice-President Edgar at 8:00 p.m.
2. Minutes of the previous meeting were reviewed and approved as read.
3. Dr. Foster discussed the "Undergraduate Curriculum Changes Summary", which is to accompany changes hereafter.
4. Dean D'Isa suggested that "complete official title" be changed to "current official title". The suggestion was accepted.
5. Dean Aurand suggested that the column headings be separated by vertical lines the full length of available entries space. The suggestion was accepted.
6. Dean Robinson requested that space for the school's Curriculum Committee chairman and the school's Dean's signature, and date, be provided on the form. This was accepted.
7. The Council of Academic Deans requested Dr. Foster to include additional categories to cover all changes such as changes in prerequisites and in course descriptions.
8. Dean Scribner presented the guide lines for university-wide room scheduling. The discussion that ensued resulted in an agreement and suggestion by Dean Paraska that Institutional Research make an analysis of the 1970-71 fall, winter, and spring University offerings to determine the room distribution as scheduled. It was agreed that what the room distribution would have been had the rooms been assigned to schools on a basis of the percentage of available rooms equal to the percentage of total University sections taught by each school, assuming that the room assignment had been made prior to the development of the class schedule, with the Department Head being responsible for assigning classes within his available room allocation on his submitted schedule. Laboratory rooms to be excluded.
9. Dean Robinson discussed our program in early admissions and the need of more promotional activity to increase its effectiveness. Dean Robinson and Dean Scribner agreed to jointly formulate a letter to local high schools exploring the possibility of the high schools extending their participation in the present program or a modification thereof.
10. Dean Scribner requested that an advisor be available at the Pflanzley tally board to advise freshmen and sophomores during registration periods. Dean Charignon suggested to Dean Scribner that Engineering would supply an advisor for science and engineering and Liberal Arts would supply an advisor for all Liberal Arts problems. The suggestion was accepted and will become operative for the current registration only.

11. Dean Paraska requested information relative to the status of the statute of limitations.
- a. A copy of the statute was distributed to each member present.
 - b. Dean Scriven is to prepare a suitable form to be used by students desiring consideration thereunder.
 - c. Dean D'Isa's concern relative to the statute's influence on the Graduate School was satisfied by the indication that the Academic Affairs Committee dealt only on undergraduate affairs therefore their rules are not applicable to Graduate School.
12. President Pugsley spoke informally relative to new developments in administrative affairs and possible procedures to cope with them.

Respectfully submitted,


M.J. Charignon,
Secretary Protem

mjc/vdd