

ACADEMIC DEANS COUNCIL

Tuesday, February 10, 1987  
College of Fine and Performing Arts  
1:45 - 3:30 p.m.

Present: J. Conser, B. Gillis, S. Hotchkiss, J. Loch, T. Lyons,  
G. Mapley, R. McEwing, E. Neal, E. Nordtvedt, V. Richley,  
D. Ruggles, J. Scriven, G. Sutton, B. Yozwiak.

Meeting called to order by the Provost at 1:45 p.m.

I. Minutes of the January 6, 1987, meeting approved with the following corrections:

A. Ruggles noted that his report stated that the President would meet with the Athletic Council if needed.

Moved (Hotchkiss) and seconded (Yozwiak) approval of minutes as amended. Passed.

II. Old Business

A. Agreement on Graduate Programming. The Provost announced that the agreement among the Northeast Ohio state university provosts has survived its presentation to the Board of Regents. What is now awaited is a final resolution from the Board to such issues as approval of proposed doctoral programs, early consideration of the doctoral proposal from Cleveland State by RACGS, early consideration of the proposed doctorate in Education at YSU, etc.

Hotchkiss announced that at the recent RACGS meeting, the Cleveland proposal received a 5-8 vote; the meeting has been continued to March 6th when a vote to reconsider will take into account those suggestions from persons casting negative votes on changes in the proposal necessary to receive a positive vote. The articulation of these reasons should be helpful for YSU's proposal.

B. Computer Compatibility of Course Schedule. The Provost repeated the announcement of the availability of diskettes for use on personal computers to provide course schedules. Scriven noted that work has begun to make this program available for those with access to CRTs; this should be completed by the end of Spring quarter, making it available for Summer quarter 1987. The Provost reminded that this system eliminated printouts and allowed direct transference of a schedule to the Registrar, thereby reducing paperwork, eliminating duplication and revision time, etc.

C. North Central Association Reaccreditation Self-Study. The Provost expects data from Budget and Institutional Study momentarily, and this will be transmitted to the departments. The Self-Study Steering Committee is meeting, as are various sub-committees with specific

tasks. In any request for unusual data, the Provost will determine the purpose of the request so that the available data submitted will serve this function.

- D. DeBartolo Curriculum Development Fund. The Provost distributed a handout on the purpose, history, and utilization of this fund.
- E. Student Record System. The Provost reported that the Student Record System is not yet complete but work is continuing: "You have to keep pushing to get progress." He noted that the training sessions scheduled for the student record system are not meant to prepare people to work for the Computer Center but to alert them of the ways in which this system will be able to aid them in their jobs.

### III. New Business

- A. Course Inventory/University Bulletin. Discussion focussed on a draft memorandum to Faculty Senate from the Provost regarding automatic deletion of courses from the inventory when they are not offered for five years or more. In general, the Council supported this notion. Sutton suggested that course descriptions in the Bulletin be restricted to twenty-five words. Nordtvedt commented that the proposed policy of course deletion represents the substitution of a bureaucratic process for a management decision. Discussion continued, with comments that there is a check and balance in the process through the Curriculum Division of the Senate, that the Deans could assume responsibility for monitoring the regularity of course offerings, and that without departmental initiation, our current system does not allow for course deletion. Sutton moved, and Richley seconded that the draft be adopted with the substitution of "shall be deleted" and "will be deleted." Yozwiak moved to amend, Nordtvedt seconded, that the last sentence read "will be deleted unless rejustified with approval from the Provost." Amendment carried; motion passed.
- B. Gateway Marketing Proposal. The Provost reminded the Council of the meeting of the University Marketing Committee called for 10:00 a.m., Friday, February 13th. He also mentioned that his memo about marketing, previously distributed to the Deans, has been sent also to President Humphrey and Vice President Looby.

### IV. Announcements

- A. Program Status Listing (Finalize). The Provost reviewed the updating of degree and major proposal status.

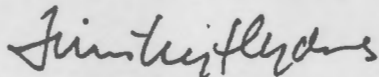
- B. Staff Meetings. The President has begun meetings of administrative staff heads. Hotchkiss noted the need for periodic meetings of staff support personnel in the academic sector (registrar's area, admissions, etc.), and added that these meetings had been very successful as extended communication and contributed to a rise in morale among those involved, including a few from other areas. General discussion supported the notion that extension of such meetings can contribute well to consensus-building and a strong development of communication lines.
- C. Miscellaneous.
1. Scriven distributed a memo on the "W" grade as reflected on grade slips. Yozwiak asked that the system be expanded to reveal the timing of the withdrawal.
  2. The Provost distributed a 1/28/87 memorandum from Coordinator of the Reading and Study Skills Program Joan Sonnett to Dean Ruggles; the Fall Quarterly Report contains suggestions for further improvement of the Education 510 class. It was noted that too many students are in need of remediation, and that there is no adequate method by which to provide such remediation for credit and for subsidy.
  3. The Faculty Improvement Leave awards for 1987-88 were distributed.
  4. Announcement for the Watson Merit Award was made.
  5. The Provost mentioned that he is continuing to work for parking for the Deans.
  6. From a complaint received, the Provost discussed ways in which early planning for restricted admission to any program be communicated to the Admissions Office in a timely manner. He will ask department chairpersons to inform Bill Livosky when such planning is initiated.
  7. The President has approved early registration for athletes involved in competition or organized practice if approved by the Director of Athletics.
  8. The Provost noted that an update of the Summer schedule may be made in early March. Since Personnel needs contract information as soon as possible, he asked how best to amalgamate the scheduling process so that Personnel's needs are met without doubling the process. He will send Summer Budget Forms to

record expected assignments; the blue change of contract forms will be used for adjustment.

9. No word yet on budget hearings for 1987-88, since the biennial budget from the State is still in flux.

Meeting adjourned, 3:30 p.m.

Receptively submitted,



Timothy J. Lyons  
Secretaire pro tempore

Approved March 17, 1987