

ACADEMIC DEANS' COUNCIL

MINUTES OF MEETING OF JULY 19, 1988

Present: Cicarelli, Collins, Conser, Gillis, Hotchkiss, Livosky, Loch, Mapley, McEwing, Richley, Ruggles, Sutton, Sweetkind, Yozwiak

1. The minutes of the meeting of June 7, 1988 were approved.
2. Degree Audit Progress: The Provost has attempted to enter the general requirements. He would like the Schools/Colleges and departments to enter the requirements for their majors as soon as practicable.
3. Academic Challenge Grants - Round Three: The Provost would like to know what proposals are being considered as early as possible. He could then review them so as to encourage or discourage the completion of the proposals.
4. Equipment: The Director of the Budget is circulating replacement lists to see what needs replacing this year. The intention is to obtain as much replacement equipment as possible from the appropriated capital funds. After this is done, the prioritized new equipment requests will be included to the extent that funds are available.
5. 14-day Enrollment Report: Enrollments should be "firmed-up" in time to meet the deadline for the 14th day report in order to earn full subsidy. It was announced that off-campus course offerings will now earn full subsidy entitlement.
6. Academic Challenge Grant Reports of Rounds 1 and 2 are due August 1, 1988. In the Provost's absence, the Associate Provost will prepare the cover page for submission to OBOR.
7. Annual Reports: College and departmental reports are due by August 1. The Provost has to prepare his report to the President by August 15.
8. Revisions: Submit changes for the Academic Affairs Manual to the Provost; the Advisors Manual will be revised as needed; the revised Limited Service Faculty Handbook has gone to press.
9. Several proposals that were distributed by Livosky were discussed.
  - a. Deans' Scholarship: A Scholarship Application Form, common to all schools/colleges, was acceptable after several modifications were made. The suggested Reference Form was satisfactory as submitted. The general guidelines proposed for the scholarship program seemed to be acceptable -- in particular, submitting all applications to one campus office (Admissions) met with everyone's approval. Admissions would then forward the applications and other material to the pertinent school/college.

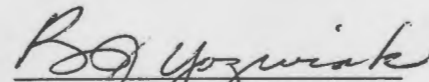
It was suggested that certificates be presented to the scholarship winners and that the deans participate in high school recognition ceremonies to personally make the presentations.

ACADEMIC DEANS' COUNCIL MINUTES

July 19, 1988

Page 2

9. b. EARly Agenda: For the early registration program, a revised set of dates, a suggested Student Program and a suggested Parent Program were discussed. While most of the program is planned for Kilcawley Center, there was a request that the Dean's Session be held in the school/college building.
  - c. Experiential Day for Potential Students "Exploration: YSU": The proposal to invite prospective students to visit the campus and to attend/participate in planned activities seemed to be well received. The suggested day was Saturday, October 15, 1988 to coincide with Homecoming Weekend. No final recommendation was made on the proposal.
  - d. "College Option" for High School Graduation - a procedure that would allow high school students to take courses at the University to apply toward their high school graduation requirements - was discussed briefly and then tabled for future discussion because of the lateness of the hour. Many questions arose: Can the same course count to meet both high school and baccalaureate requirements? How does the set of courses required for unconditional admission figure into this option?, etc, etc.
10. The meeting concluded after the Dean of Engineering showed a promotional video tape of the Engineering School of West Virginia University. He informed us that the tape was distributed by W.V.U. to guidance counselors and merit finalists and suggested that we might want to consider a similar venture. (The cost of the tape was about \$4 a copy.)

  
B. J. Yozwiak, Secretary

Approved September 13, 1988