

**TO: FULL SERVICE FACULTY, ADMINISTRATION, AND
STUDENT GOVERNMENT**

FROM: VIRGINIA PHILLIPS, CHAIR, ACADEMIC SENATE

**RE: MEETING OF THE ACADEMIC SENATE
WEDNESDAY, JUNE 2, 1993, 4:00 P.M.
ARTS AND SCIENCES AUDITORIUM, ROOM 132, DEBARTOLO HALL**

RECEIVED

MAY 26 1993

OFFICE OF THE PROVOST

AGENDA

1. Call to Order.
2. Approval of Minutes for May 5, 1993.
3. Elections and Balloting Committee Report.
4. Charter and Bylaws Committee Report.
923-13 Move Adoption of Changes on Attached Report.
5. Senate Executive Committee Report.
6. Reports From Other Senate Committees:
923-14 Report from University Curriculum Division.
923-15 Report from Academic Planning Committee.
923-16 Report from Academic Research Committee (Additional material to be distributed at meeting).
923-17 Report from Academic Standards and Events Committee (Additional material to be distributed at meeting).
923-18 Report from Honors and ICP Committee (Additional material to be distributed at meeting).
923-19 Report from Library Committee.
923-20 Report from Student Academic Grievance Subcommittee.
923-21 Report from Continuing Education Committee (no report attached).
923-22 Report from Student Academic Affairs Committee (no report attached).
7. Unfinished Business.
8. New Business.
9. Adjournment.

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 5-13-93 Report Number (For Senate Use Only) 923-13

Name of Committee Submitting Report Charter and Bylaws

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) _____

Charter elected

Names of Committee members: M J Beaubien, Chair; S. Brown, B Englehardt,
K. Feld, D. O'Neil, D. Rost

Please write a brief summary of the report which the Committee is submitting to the
Senate: (attach complete report)

Do you anticipate making a formal motion relative to the report? yes

If so, state the motion: Move the adoption of changes as recommended on
the attached page

If there are substantive changes made from the floor in your committee recommendation,
would the committee prefer that the matter be sent back to committee for further
consideration? No

Other relevant data: _____

Mary J. Beaubien
Chair

PROPOSED CHANGE

Bylaw 2, Section 3 (b)

Omit all of current section (b) and substitute.

On all election ballots, with the exception of those for At-Large Senators, the names shall be listed in alphabetical order. On the ballots for At-Large Senators the order of names shall be determined by the drawing of lots of nominees' names by the college's Election and Balloting Committee Representative.

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE
ACADEMIC SENATE

Date 5/19/93 Report Number (For Senate Use Only) 923-14

Name of Committee Submitting Report University Curriculum

Division _____

Committee Status: (elected chartered, appointed chartered, ad hoc,
etc.) _____

Appointed Charter _____

Names of committee members: M. Gelfand, S. DeBlois, R. Foulkes

M. Haggerty, H. Yiannaki, I. Heal, B. Bowers

Please write a brief summary of the report which the committee is
submitting to the Senate: (attach complete report)

The following proposals have been approved by UCD and circulated
through proper channels and there are no objections.

Do you anticipate making a formal motion relative to the report?
No.

If so, state the motion: _____

If there are substantive changes made from the floor in your
committee recommendation, would the committee prefer that the
matter be sent back to committee for further consideration? _____

Other relevant date: _____

M. Haggerty
Chair

- 93-026 Fine and Performing Arts (Add)
630 The Art Research Paper
Basic methods for library research in art. Includes narrowing paper topics; using text-book notes and bibliographies; The Encyclopedia of World Art, The Art Index, annotated bibliographies; writing footnotes and endnotes; writing preliminary and final bibliographies; Youngstown Area resources. Prereq.: ART 521 or 522 or 523 and ENGL 551.
1 q.h.
- 93-091 Arts and Sciences (Change)
850 International Area Study
A course in the geography and history of a selected international area with emphasis on cultural development by traveling in the selected region. The class and travel is supervised by the Geography and/or History faculty. The course grade is based upon a term paper which must be submitted within 60 days after the end of the course. Prereq.: By permit only.
4-12 q.h.
- 93-110 Health and Human Services (Change)
601 First Aid and Emergency Care
Personal safety and emergency care practices. Taught by a Health Science Certified American Red Cross Instructor Trainer. Advanced certification will be offered in adult C.P.R. and Standard First Aid. Two hours lecture and two hours laboratory. Same as MILSC 512.
3 q.h.
- 93-115 Health and Human Services (Add)
609 Elementary Statistics for Health Educators
Introductory statistics for the entry-level health educator. Emphasis on descriptive statistics: frequency distributions, probability, percentiles, ratios, central tendency, measures of variability, correlation and introduction to measurement; interpreting data tables; and understanding the use of graphic methods; T-tests and chi-square analysis. Prereq.: MATH 512 or equivalent. Two hours lecture and two hours lab.
3 q.h.
- 93-131 Health and Human Services (Change)
512 First Aid and Emergency Care
Personal safety and emergency care practices. Taught by a Health Science Certified American Red Cross Instructor Trainer. Advanced certification will be offered in adult C.P.R. and Standard First Aid. Two hours lecture and two hours laboratory. Same as HSC 601.
3 q.h.

- 93-132 Health and Human Services (Add)
820 Directed Individual Research
The individual study or research of a special problem or issue related to the health care field. Prereq.: Senior standing, AHLTH 801, and AHLTH 806.
2 q.h.
- 93-133 Health and Human Services (Change)
620 Advanced Clinical Procedures
Orientation to specialized examinations, diagnostic procedures and treatments, such as electrocardiography, radiography, administration of medications, physical therapy, surgery and nutritional guidance. Maintenance and inventory of related equipment and supplies. Prereq.: MATEC 610, 611L, BIO 552, and concurrently with MATEC 620L.
4 q.h.
- 93-134 Arts and Sciences (Add)
724 Spanish Pronunciation
Theory and practice of Spanish pronunciation. Description of production of Spanish speech sounds and general characteristics of Spanish pronunciation. Topics on intonation will be included. Audio-lingual practice in class and in language laboratory. Prereq.: SPAN 602 or equivalent or permission of instructor.
4 q.h.

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ACADEMIC SENATE

Date 5-20-93 Report Number (For Senate Use Only) 923-15

Name of Committee Submitting Report Academic Planning Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) Appointed Chartered

Names of committee members: M. Beaubien, B. Bowers, S. Campbell,

J. Feist-Willis, D. Hovey, K. Kougl, G. Mapley, H. Mette, V. Phillips, D. Rost, D. Ruggles, J. Scanlon

Please write a brief summary of the report which the committee is submitting to the Senate: (attach complete report)

Report to be presented at the meeting.

Do you anticipate making a formal motion relative to the report?

Yes

If so, state the motion: It is recommended to that the admistra-tion appoint a coordinator for the two-year programs, including technology, to ensure that all information and program changes anticipated or actual from the Ohio Board of Regents be communicated to all individuals responsible for administration of the two-year programs in a timely manner.

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? No

Other revelant data: _____

Duan F. Rost
Chair

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 5/8/93

Report Number (For Senate Use Only) 923- 16

Name of Committee Submitting Report ACADEMIC RESEARCH

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)
appointed chartered

Names of Committee Members: Javed Allam, Dan Borgia, Barbara Brothers, James Cicarelli, Lawrence DiRusso, Louis Harris, Robert Leiphimer, Robert Rollin (chair) Lenna Spay, William Vendemia, John White

Please write a brief summary of the report which the Committee is submitting to the Senate (attach complete report): The committee recommends a re-evaluation of Quest when the new Graduate Dean is in place. Resource groups have been appointed to act as resource persons for ^{external} outside grant proposals

Do you anticipate making a formal motion relative to the report? no
If so, state the motion: _____

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? YES

Other relevant data: n-a-

J.P.R.
Chairman (please initial)

ACADEMIC RESEARCH COMMITTEE

Report on Quest

There have been few changes in the format of the Quest since its inception. Attendance has become a serious problem at the various paper sessions. Rather than attempt to delineate a cross-section of all research on campus, perhaps it would be advisable to do the following:

1. Create some criterion for a narrower selection of papers.
2. Consider a rotating emphasis for each Quest event; by topic or department.
3. An interdisciplinary topic might also work.
4. Consider recruiting a nationally known keynote speaker to help gain campus and community attention.
5. Find funding sources to support the above.
6. Reduce the number of events to consolidate audiences. While attendance is certainly not the only criterion, presenters have been demoralized by small audience showings.
7. Consider making it mandatory that paper sessions be correlated with classes currently being offered and perhaps even take place in respective classrooms.
8. Consider correlating Quest with "co-curricular" activities of the University Scholars and Honors Programs.

The Committee feels that the above points should be considered in conjunction with the new Graduate Dean and that a new policy be delineated this fall.

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 3/19/93

Report Number (For Senate Use Only) 923-17

Name of Committee Submitting Report Academic Standards and Events

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)
Appointed Chartered

Names of Committee Members: Beebe; Wood, Beary, Decker, Kim, Gould, Hoover, Tessier,
Cummings, Maraffa, (Jones & Small--Stud. Gov.)

Please write a brief summary of the report which the Committee is submitting to the Senate (attach complete report): _____

A report on the progress of SB140 students during the 1992-93 academic year and
an evaluation of the SB140 program.

Do you anticipate making a formal motion relative to the report? yes
If so, state the motion: _____

That SB140 students be limited to twelve hours per quarter unless an exception is
granted by the Dean of the College of Arts and Sciences or a designate.

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? yes

Other relevant data: _____

(SM)
Chairman (please initial)

Senate 89-90/covlet.sen

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 5/18/93 Report Number (For Senate Use Only) 923-18

Name of Committee Submitting Report Honors and ICP Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) appointed

Names of Committee members: T. Yatsco, J. B. Wilkinson, E. Tokar, G. Sutton, C. Schmidt,
J. Sarkissian, S. Pansino, A. Owens, M. Mostella, B. Lateef, G. Kornbluth, J. Fleming,
H. Earnhart, T. Copeland

Please write a brief summary of the report which the Committee is submitting to the Senate: (attach complete report) The committee requests the Senate to recommend to the administration that a faculty member be appointed Honors Director, with released time for this service. A fuller description of this position will be distributed at the meeting after consultation with the provost.

Do you anticipate making a formal motion relative to the report? Yes.

If so, state the motion: That the Academic Senate recommend the appointment of a current faculty member to the position of Honors Director as described in the minutes.

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? Yes.

Other relevant data: _____

Thomas A. Copeland
Chair

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 5/10/93 Report Number (For Senate Use Only) 923-19

Name of Committee Submitting Report Library Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)
Appointed Chartered

Names of Committee Members: D. Bailey, J. Boehm, M. Cala, M. Crist,
H. Earnhart (Chair), G. Leck, J. Morrison, H. Savage, D. Genaway, D. Sweetkind,
J. Yemma

Please write a brief summary of the report which the Committee is submitting to the Senate (attach complete report): _____

Do you anticipate making a formal motion relative to the report? Yes
If so, state the motion: _____

To accept the attached report as the projected library allocations for the
various colleges for the academic year 1993-94.

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? Yes

Other relevant data: _____

HJE
Chairman (please initial)

To accept the attached report as the projected library budget allocations for the various colleges for the academic year 1993-94.

The Committee agreed to reserve \$20,000 for a special allocation to colleges in need of library support. Requests can be made to the library committee for consideration until January 1, 1994. Any unspent funds will be divided among the colleges.

The allocations for each college are as follows:

HHS	\$ 73,199
A & S	603,930
WCBA	104,061
EDUC	56,379
ENGIN	80,316
FPA	<u>71,215</u>
	\$989,100

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date May 10, 1993 Report Number (For Senate Use Only) 923-20

Name of Committee Submitting Report Student Academic Grievance Subcommittee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)

Appointed Chartered

Names of Committee Members: _____

Please write a brief summary of the report which the Committee is submitting to the Senate (attach complete report): Disciplinary Action taken Fall 92, Winter 93, and Spring 93.

Do you anticipate making a formal motion relative to the report? _____
If so, state the motion: _____

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? _____

Other relevant data: _____



REPORT OF STUDENT ACADEMIC GRIEVANCE SUBCOMMITTEE
1992-93

The Student Academic Grievance Subcommittee was involved in a number of grievance and academic dishonesty cases. Below, you will find the grievance breakdown. In addition, attached you will find a summary report of academic dishonesty cases.

<u>CASE NUMBER</u>	<u>RESOLUTION</u>
92-1	Subcommittee found in favor of student. Grade change from "B" to "A".
92-2	Student withdrew from YSU prior to conducting a hearing.
92-3	Subcommittee found in favor of faculty member.
92-4	Student cancelled scheduled hearing.
93-1	Subcommittee found in favor of faculty member.
93-2	Subcommittee found in favor of student. No grade change was warranted.
93-3	Scheduled for May 19, 1993.

Charles McBriarty, Chair
Student Academic Grievance Subcommittee

ACADEMIC DISHONESTY FOR 1992-1993
FROM THE DISCIPLINE REPORTS AND REFERRALS

FALL QUARTER 1992

2 PLAGIARISM REPORTS
HANDLED BY DISCIPLINE BOARD

OUTCOMES: 1 GIVEN WARNING TILL END OF FALL QUARTER 1993
1 GIVEN AN "F" GRADE FOR COURSE

2 PLAGIARISM REPORTS
HANDLED BY THE PROFESSOR

OUTCOMES: 1 GIVEN AN "0" FOR PAPER
1 GIVEN AN "F" FOR PAPER

WINTER QUARTER 1993

2 CHEATING REPORTS
HANDLED BY THE PROFESSOR

OUTCOMES: 1 GIVEN A VERBAL WARNING
1 GIVEN AN "F" FOR COURSE

1 PLAGIARISM AND CHEATING REPORT
HANDLED BY THE PROFESSOR

OUTCOME: GIVEN AN "F" FOR THE COURSE

SPRING QUARTER 1993

5 CHEATING REPORTS
HANDLED BY THE PROFESSOR

OUTCOMES: 5 GIVEN AN "F" GRADE FOR THE COURSE

5 PLAGIARISM REPORTS
HANDLED BY THE PROFESSOR

OUTCOMES: 5 ISSUED A GRADE THAT REFLECTED A ONE LETTER GRADE
DROP IN EVALUATION

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date May 17, 1993 Report Number (For Senate Use Only) 923-21

Name of Committee Submitting Report Continuing Education

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)
Appointed Chartered

Names of Committee Members: H. Chen, W. Driscoll, J. Fleming, P. Ginnetti,
L. Hicken, L. Hill, R. McEwing, J. Loch, J. Mistovich, J. Schramer,
D. Sweetkind, F. Tarantine, J. Neville

Please write a brief summary of the report which the Committee is submitting to the Senate (attach complete report): _____

1. Summary of activity to determine marketing strategy for University Outreach.
2. Outline of proposal to create a PC computer lab for use in facilitating computer training for area businesses and governmental agencies.

Do you anticipate making a formal motion relative to the report? NO
If so, state the motion: _____

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? _____

Other relevant data: _____

Jessie W. Stocker

Chairman (please initial)

SENATE SUBCOMMITTEE ON CONTINUING EDUCATION
YEARLY REPORT

SUBJECT: Community Assessment Program

Our committee has solicited a proposal from the College Board to obtain an idea of the relative cost of a market research project which assesses the demand and potential supply of adult higher education based upon the demographics of the Youngstown Metropolitan area. We contacted the Center for Urban Studies and the Marketing Program from the Business School to ask if their programs had the capability and inclination to attempt this kind of research. We needed to know how much it would cost to complete the assessment and the time frame in which they could begin and complete this project.

At this time, we have received a proposal from the College Board. A complete Community Assessment Program (CAP) consists of five-parts: demographic analysis of the community, interviews with individual adults, interviews with organizations, analyses of nearby colleges, and survey of faculty and administration. The program requires four-months to administer and costs \$65,000 to complete. It was suggested by the people at the College Board that the first three steps of the program may better suit the needs of our University. This would cost YSU \$35,000. We have not received a response as of yet from the Center for Urban Studies or the Marketing Department.

SUBJECT: Computer Labs for usage by Continuing Education

Local businesses, medical facilities, and governmental agencies have inquired about our capacity to provide computer training on current hardware and software (e.g., AutoCad, Windows, MS\DOS 6.0) for their employees through our University Outreach program. An investigation into our resources revealed that our computer hardware in Meshel Hall is several generations behind what is currently being used in the marketplace. In addition, the software that is being taught in our classes is several versions behind what is currently available. Furthermore, the availability of our existing computer facilities does not correspond to the needs of the workplace for training during business hours.

We should look at how these facts impact both degree and non-degree programs at YSU. Our students are being trained in degree programs on equipment that is not even currently in use out in the field. Some students currently hold jobs where the technology used is generations ahead of the equipment they were trained on at YSU. In addition, the lack of state-of-the-art equipment limits our abilities to provide an attractive package to interested companies to utilize our facilities for training. The net result

of these realities is that our University is perceived as being behind the times technologically. Students and agencies alike see us as giving less than "cutting edge" instruction in today's computer age.

Our committee would like to propose the creation of a twenty-five PC terminal (486 minimum) computer lab where Continuing Education would have first priority on its use. This lab would be available for general student use as an "open lab" when not utilized by Continuing Education. However, no classes should be scheduled in this lab in order to maintain its usefulness to Continuing Education. There are opportunities on the horizon (e.g., Pentagon project) in which we could benefit if we had an attractive program in computer training to offer.

Our committee would like to add our voice to the support of reports by the Integrated Technologies Committee to lobby for an upgrade of equipment and software at Meshel Hall. This expenditure of funds would seem to be critical to the future success of our University.

INTEROFFICE CORRESPONDENCE



To: Members of Academic Standards and Events
From: Tom Maraffa *MM*
Date: May 25, 1993
Subject: **BALLOT**
* * * *

Seven of the ten members of the committee responded to the mail-in-ballot. All voters were in favor of the first two questions; but there were a couple of no votes on question 3. I therefore submitted the attached to the Senate. My reasoning is that the motion as written encompasses questions 1 and 2; and further discussion was needed on question 3. I will also submit a report of data on SB140 student's grades. I will try to get this to you prior to the Senate meeting. Call me if you have any questions or comments.

enclosure