

# Memo

(26.4.96)

From: Hervé M. Corbé, Foreign Languages (X-1630)  
To: All members of Academic Planning Committee  
**Janice A. Elias, Assistant Provost**  
Re: Second Meeting on Class Scheduling

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The Academic Planning committee met on Wednesday, April 24, at 5:00 p.m.  
Present: H. Corbé, J. Granito, M. Janosik, Soon-Sik Lim, H. Mines, A. Owens,  
D. Ruggles, J. Elias, and P. Kasvinsky. Excused: B. Brothers and R. Ortenzio.  
Absent: B. Puschack.

Dr. James Morrison, Chair of the Academic Senate, explained that there is concern in the academic community, regarding the fact that some departments do not seem to abide by the current policy governing class scheduling. The Executive Committee of the Academic Senate has therefore decided to charge the Academic Planning Committee with reviewing the current policy, which was last defined by this very same committee in 1987. Copies of the current policy were distributed, and I am enclosing a copy for each of the two committee members who could not attend the meeting.

There was also some discussion of the role of the committee, and another attempt at finding a chair for this body. As was noted earlier, nobody has volunteered for the task, at least for the remainder of this academic year. Dr. Ruggles agreed to look into the impact of class scheduling on subsidies received from the State of Ohio by the university. He will report to the committee next week at our meeting.

The committee agreed to meet **Wednesday, May 1st., at 5:00 p.m.**  
The meeting will again take place in the large conference room located in the A&S Dean's suite, on the first floor of DeBartolo Hall.

*Policy for 1 day a week Evening  
Classes.*

RECEIVED

APR 26 1996

OFFICE OF THE PROVOST

# Memo

4/8/96

From: Hervé M. Corbé, Foreign Languages  
To: All members of Academic Planning Committee  
**Janet A. Elias, Assistant Provost**  
Re: Planning for an emergency Meeting.

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Last Fall quarter, we tried without success to find a chair for the Academic Planning Committee. At the time, the greatest hurdle seemed to be that many members, among the most experienced, had misgivings about the mission of this body.

This week, however, I was approached by Jim Morrison, who said that a new controversy has arisen, concerning class schedules. The last time the matter was subject to such concern was 1987. He is asking us to meet as soon as possible, and I am charged with trying to arrange such a meeting. A member of the Senate's Executive Committee will be present at our meeting.

At this time, I would like you to cross out the times when you are NOT AVAILABLE for a meeting on the accompanying grid, and return it to me, at the Department of Foreign Languages, ASAP, but not later than Wednesday, April 10, by noon. I will try to do a follow-up by phone, and set a meeting for the beginning of the week of April 15.