

Academic Planning Committee Meeting
October 21, 1997

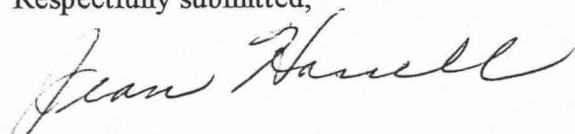
Minutes

Members present: B. Brothers, A. Chang, H. Corbe, J. Elias, J. Hassell, P. Hauschildt, R. Kasuganti, A. Pavone (student)

Parrock

1. Introductions were made.
2. P. Hauschildt was elected chair of the committee by acclamation.
3. Discussion occurred regarding the function of the Academic Planning Committee. Elias summarized committee activities from a historical perspective.
4. A goal of the committee should be to look at the committee's role in planning for the future as discussed in the document being prepared for North Central Accreditation.
5. The Academic Senate Executive Committee has given the Academic Planning Committee the charge to discuss/develop/write a resolution regarding quarter to semester conversion (Q2S). A statement drafted by the Planning Committee will go to the Executive Committee first and then be presented to the Senate.
6. When discussing the resolution, a question was raised as to how specific its content could be. Brothers emphasized that the question/issue of Q2S is specific to programs/curriculum. Kasuganti added that the statement should be comprehensive in nature.
7. After further discussion, it was decided to survey faculty and also to solicit input from students before a resolution or formal report is prepared.
8. The committee was asked to return to the next meeting with items appropriate for inclusion in a survey. Focus should be on curriculum/programs.
9. A short committee report will be delivered to the Senate on November 5th by Amanda Pavone. *Parrock.*
10. The next meeting will be held on Monday, November 3rd at 4:00 P.M.

Respectfully submitted,


Jean Hassell

[Handwritten scribble]

DATE: October 14, 1997

TO: Academic Planning Committee Members
Janet Beary
Barbara Brothers
Guang-Hwa (Andy) Chang
Herve Corbe *ACS*
✓ Jan Elias
Jean Hassell *HHS*
Ram Kasuganti *RK*
Peter Kasvinsky
Irfan Khan *IK*
Fred Owens *FO*

Amanda Parrock
Matt Parrock
Student Government

FROM: Patricia Hauschildt, Temporary Chair *PH*
College of Education, X1573

RE: Initial 1997-98 Academic Planning Committee Meeting

MEETING: Tuesday, October 21, 1997 at 4:00 PM
Curriculum Resource Center (CRC), Fedor Hall, Lower Level

The Academic Senate Executive Committee has given the Academic Planning Committee the charge to discuss/develop/write a resolution re: quarter to semester conversion (Q2S). Our resolution draft will go to the Executive Committee first and then be presented to the Senate for the vote on Q2S.

We will also be electing a chair of the Committee at this meeting.

See you Tuesday.

Youngstown State University

Inter-Office Correspondence

DATE: Oct. 13, 1997

TO: Members - Academic Planning Committee

FROM: Jim Morrison, Chair - Academic Senate

SUBJECT: Semester Conversion

At the Senate meeting last week, I referred the matter of semester conversion to your committee. There seem to be at least three important topics that you could take up:

1. From a purely academic view (programs and curriculum) what is the advisability of converting to a semester calendar? A resolution on this may be appropriate for the December 3 meeting.
2. What special role should the Senate and Senate committees have in any conversion process? Are there changes in number, structure and/or charge of standing committees that need to be considered?
3. In reviewing issues and recommendations contained in the Q2S workgroup report, are there particular aspects which should be brought to the senate floor for discussion?

Any preliminary report/discussion on any or all of these at the Nov. 5 meeting would be welcome.

To: Academic Planning Committee Members

From: Janice Elias *JE*

Date: October 21, 1997

Subject: Semesters

Enclosed is a good summary of issues related to conversion to semesters. It also contains a faculty survey which may provide some ideas for the development of the survey which we decided to undertake at our meeting.

DATE: October 22, 1997

TO: Academic Planning Committee
Janet Beary, Ed
Guang-Hwa (Andy) Chang, A&S
Herve Corbe, A&S
Jean Hassell, HHS
Irfan Khan, E&T
Rammohan Kasuganti, WCBA
Alfred Owen, FPA
Barbara Brothers, Admin.
✓Janice Elias, Admin.
Peter Kasvinsky, Admin.
Amanda Parrock, Student
Matt Pavone, Student

FROM: Patricia Hauschildt, Chair *PH*

RE: Next meeting and its task

At the Tuesday, Oct., 21st, meeting, we discussed the charge that has been given us by the Academic Senate Executive Committee. (See enclosed memo for those who were not at the Tuesday meeting.) Minutes of our meeting will be out soon, but I wanted to give you time to schedule our next meeting date into your calendar as soon as possible.

Those present on Tuesday decided that our Committee will construct a survey as a way to get optimal input on a "purely academic view" of a Q2S conversion that can then inform our report back to the Senate Executive Committee. At our next meeting, we are each to bring survey questions to facilitate the process.

To assist with your preparation, Jan Elias will be sending us each a document that discusses the Q2S conversion at several universities as well as possible survey question examples to get us started.

Please come ready to work. Thanks.

Next meeting: Monday, November 3 - Cardinal Room, Kilcawley - *4 pm*

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