

Minutes  
of the  
Academic Affairs Committee  
October 27, 1977

Members Present: Edgar, Hill, Khawaja, Kougl, Richley, Scriven, Shuster, Skarote, Vogel

Dr. Hill announced Dr. Kougl will serve as secretary if there are no objections. Dr. Edgar and Dr. Khawaja mentioned there is money budgeted to hire a student secretary. Arrangements can be made through Bernadette in Dr. Edgar's office. Dr. Kougl will serve in the interim.

Previous Minutes: The minutes of May 23, 1977 were unanimously approved. (The matter related to Math. 500 has been resolved according to Dean Scriven.)

The minutes of October 20, 1977 were unanimously approved with the correction of striking Padisak's name from "Members Present".

Dr. Edgar's Memorandum of October 20, 1977: Dr. Edgar explained the background leading to the writing of the memo. The memo, which provided rationale for the placing of two year programs in C.A.S.T. and an articulation of administrative matters related to such programs, was aimed primarily at aiding this Committee and others in dealing with proposed two and four year Labor Study Programs. After a discussion clarifying the memo and the issues involved in the Labor Studies Programs, it was moved (Dr. Khawaja) and seconded (Dr. Vogel) that the committee request Dean Paraska to contact Chairman Mackall with the expectation that a labor studies program could be developed which would be endorsed by each. This common Labor Studies Program proposal should be formulated after consultation with appropriate departments. The motion was approved unanimously.

Question concerning committee's charge: Dr. Khawaja asked what is the committee's reaction to the committee charge to consider changes in degree and major requirements whenever such changes affect more than one academic department. It was pointed out that this item will come before the Senate Charter & By-Laws Committee for consideration. Dr. Khawaja was asked to report related deliberations to the Academic Affairs Committee.

Next Meeting: The next meeting will be on Thursday, November 3, at 4:00 p.m. in the Dean's Conference Room, ESB.



# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

October 20, 1977

## MEMORANDUM

To: Academic Deans

From: Dr. Earl E. Edgar *Earl E. Edgar*  
Vice President for Academic Affairs

A two-year Associate Degree program in Labor Studies, proposed by Dean Paraska, has been under consideration by the University Curriculum Committee and the Academic Affairs Committee since last spring. In this connection, Dean Paraska also conferred with other departments on the campus that expressed an interest in the program.

During these discussions the question arose as to whether or not two-year Associate Degree programs could be offered in other Schools and Colleges of the University, and the need for a statement from my office on this subject has been expressed. I have developed such a statement, a copy of which is attached, which you can communicate further as needed.

Enclosure

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cc: President Coffelt

✓ Dr. Louis Hill, Chairperson, Academic Affairs Committee

Dr. James Steele, Chairperson, Univ. Curriculum Committee

TWO-YEAR ASSOCIATE DEGREES

1. It is the policy of the University that all two-year Associate Degree programs be offered through the College of Applied Science and Technology. Since the establishment of what was then the Technical and Community College in 1968, the Dean of that College has been the University representative to the Board of Regents for two-year Associate Degree programs. He has worked regularly with the Vice Chancellor for Two-Year Campuses, and the Deans and Presidents of these institutions in Ohio; he is aware of the taxonomy of two-year programs developed by the Vice Chancellor, the curriculum requirements and faculty qualifications which have been established by OBOR for two-year Associate Degree programs, and the processes and requirements for securing preliminary and final approval of such programs. He is responsible for, and in touch with, the system of local advisory committees, drawn from the community and the appropriate profession, that are required by OBOR policy to be established for each two-year Associate Degree program. The University has looked, and will continue to look, to the Dean of CAST for leadership in the development and administration of two-year Associate Degree Programs.

2. Departments in other Schools and Colleges may be requested to assist in the development of two-year Associate Degree programs. In such cases, the Dean of the College of Applied Science and Technology shall be the Dean for that program and as such, responsible for overseeing the development of the program and securing the necessary approvals through the normal processes on campus and with OBOR. The Dean of the other School or College will of course be consulted and kept fully informed about such programs.

3. In all two-year Associate Degree programs, it is understood that, as in the past, CAST shall make full use of existing courses within the University before creating new courses. CAST is not to duplicate courses already offered on campus. In the event of a question as to the possibilities of such duplication, the Dean of CAST will consult with appropriate chairpersons and deans. Where practicable, members of the faculty of other School and Colleges of the University may be asked to teach in the two-year program, taking into account the fact that their first responsibility is to their own department. - DECIDED BY ...

4. It is also the policy of the University that in future situations in which a two-year Associate Degree program is expanded to the 4-year baccalaureate level, the last two years of the program will be located in an existing department in a School or College other than CAST when it is appropriate. When there is no appropriate department elsewhere in the University new baccalaureate degree programs may be approved for offering within CAST. Decisions in such cases will be made by the Vice President for Academic Affairs, in consultation with all those involved, on a case by case basis.

October 20, 1977