

Minutes of Meeting of Academic Council. Present were: Deans Aurand, Charignon, Dykema, Edgar, Miller, Swartz and Coffield. Also attending were Mrs. Smith, Miss Brownlee, Mrs. Elenz, Mr. Martindale, Mr. Aubrey and Mr. Livosky.

April 2, 1968 - 1:00 p.m.

Executive Conference Room

The meeting was called to order at 1:00 p.m.

1. Mr. Martindale distributed the sample of the Application for Graduation which was made up on an IBM card. He explained that there would be four copies of the application--the card being the back copy. Copies would be distributed to Records, the Dean of the School, to Dean Swartz for teaching certificates, and to the Business Office. The cards will be ready for use by September 1. Several suggestions were made for additions or corrections to the card. These are:
 - a. A place be provided for the school address.
 - b. Home, school and work phone numbers should be shown.
 - c. Music students may require more space to write in their current schedule.
 - d. It was also suggested that a statement be printed on the back of the card explaining that all graduating seniors are expected to attend graduation. They may be excused only by permission from the Dean of the University.

2. Recommendations for Summer Term Registration Schedule - Summer quarter registration consists of only a final and late registration rather than the pre, final and late. It was suggested the word final is misleading and should be deleted. If a student is planning to attend classes both sessions of summer school, he should register for both sessions on May 14. A student who does not attend the first session, but wishes to attend the second session of the summer quarter, may register during the registration held at the end of the first session. Registration for both terms will be May 14 - 20 plus another registration for the second term only.

The dates for summer session are as follows:

first term	June 17 - July 24
second term	July 25 - August 31

A student may not take more than 15 hours during the entire summer quarter, although he may take up to 9 hours in either of the summer sessions.

It was stated that we have now suspended 10% of our student population thus far this year. This seems to be an unduly high number; we must consider also the economics of the University.

We must be cautious with communication and very precise in what we publish; all the proposed dates for the summer session have been approved but we must be more specific with our wording in some places.

Changes of registration for 11-week courses during the summer session will be from June 19 to June 24.

The group agreed that all deans should begin advisement at the same time. The following motion was made:

Dean Charignon moved that advisement for summer registration (which starts on May 14) begin on May 8 and end as seen fit by the various deans. Dean Swartz seconded.

Motion carried.

The group agreed also that offices should be open from 9 a.m. until 8 p.m. Monday through Friday during the week of registration and until noon on that Saturday. The deans were asked to have a representative available to represent the various colleges during evening registration and furnish Mrs. Smith with the names of the people who will be on duty on specific nights.

There will be 15,000 summer schedules printed. Mrs. Smith will take care of the details and communications for registration.

3. It was announced that next fall we plan to publish a student directory. Mr. Livosky, Mrs. Smith, Mr. Martindale and Mrs. Elenz were asked to meet and discuss workable registration and payment dates for future quarters. We must still do much research on the problem of class shrinkage.
4. There was a discussion about the specific meaning of the rule that students already in attendance at the University would not be affected by the increase in student fees. Does this mean a student who has been here continuously or does it include students who have attended at any given time? Dean Coffield will get a ruling to clarify this statement as soon as possible.
5. Dean Coffield then read a memo by the president concerning probationary, suspension rulings. Copy attached. Dean Swartz related that their thoughts were along the same lines except that a student should not be permitted to move too far with only the minimum requirements. It was also suggested that the higher number of suspensions this quarter could be due to the fact that we have not adopted the quarter system in its entirety. We need much discussion and study on establishing a broader base in terms of course structure but it will take at least a year of experience and study to do a successful job.

Dean Dykema, Mrs. Smith and Dean Miller were asked to study the F grades and accumulative averages of transfer students as to how they may better be handled upon entering Youngstown State University. This group will also discuss the possibility of re-establishing the rule that transfer students who enter on probation may receive honors here.

On the subject of suspension and reinstatement, if the University has made an error, the student should receive the benefit of the doubt. Letters

authorizing reinstatements should be distributed as follows:

Original - Mrs. Smith

cc: Miss Brownlee
Business Office
Student
Respective Dean

This letter should give the reason for reinstatement and also include the student's Social Security number.

The meeting was adjourned at 3:00 p.m.