

Minutes of Meeting of Academic Council. Present were Deans Byo, Charignon, Dykema, Edgar, Foster, Miller, Paraska, Swartz and Dr. Coffield. Also attending was Dr. Jonas.

April 1, 1969 - 1:00 p.m.

Executive Conference Room

The meeting was called to order at 1:10 p.m.

The deans were requested to allow the deadline date for admission to classes to be changed from April 2 until April 5. The request was made due to the problems in getting the grades out and the fact that we had no school on Monday of that first week of classes.

Dean Swartz moved that the deadline for admission to classes be changed from April 2 until April 5. Monday evening only classes will have a deadline of April 7. Dean Dykema seconded. Motion carried.

The rosters the deans now have include all changes through Saturday noon, March 21. Everyone admitted to classes after that date was given a class admit card. It was stated that there were problems all around in grade reporting and that no one section or department could be blamed for the delay.

Proof of schedules for the summer quarter will be ready Wednesday morning, April 2, and for the fall quarter, Wednesday afternoon April 2, or Thursday morning, April 3. The schedules will be delivered to the deans and must be returned to Dr. Foster by Friday morning, April 4.

A problem regarding the academic calendar was brought up for discussion. The last day of classes for seniors in the spring quarter is June 10 and the spring commencement is June 12. How are the faculty and deans to get the final grades and clearance for graduation in this amount of time? After some discussion on the matter, it was stated that this was a legitimate question regarding the entire academic calendar which has been set up for a five-year period. Dean Dykema and Dr. Coffield will meet this week to evaluate the examination patterns.

Dr. Jonas was asked to attend the meeting. He asked the deans about the transfer requests and where they should be sent. It was brought out that the forms are to be used only to transfer after having been enrolled in a department and not by the admissions office to correct erroneous admissions. After some discussion on who should receive the copies and how they should be used, Dean Swartz was asked to investigate the entire matter for a report next week. Dr. Jonas still expressed concern for the large number of incorrect majors now listed and asked that these please be corrected. The immediate concern is for those students who are undecided. If every advisor made a concerted effort this could be cleared up in registration. A suggestion was made that we could print the major on the permits to register. In this manner a form would have to be filled out to change the major and verbal transfer of majors would not be possible.

Dr. Jonas agreed to run a roster tonight and bring it up to date through this date. This will not, however, be the final roster.

It was announced that students suspended this past quarter will receive a full refund for the spring quarter. There is no change in the policy on suspension and readmission. The deans may use their discretion and reinstate anyone they wish but reinstatements should not be made simply on the basis of the fact that grades were late.

Please caution the people in your schools not to take work to central services and ask that it be done immediately. They need to have some lead time.

An announcement was made that, thanks to the help of Dean Edgar, the Title VI grant from Youngstown State University was rated number one in the State. It has now been forwarded to the Department of Health, Education, and Welfare.

Regarding summer school of 1969, Dr. Coffield had the following remarks to make:

1. The 15-hour base has been changed to the 12-hour base.
2. We will be issued appointment letters in a few days for the summer on the basis of the schedule you have given.
3. Run as close a check as possible on summer registration and cancel classes that will have to be cancelled as soon as possible.
4. We hope to have contract letters ready to send out immediately following the Board meeting on April 17.

The next meeting will be held April 8, 1969, at 1:00 p.m. in the Executive Conference Room.

The meeting was adjourned at 3:15 p.m.