Note: Please get agenda items for the October 14 Senate meeting to Regie Beaver, English Department, by 5:00 p.m. Thursday, October 1.

ACADEMIC SENATE MINUTES
June 3, 1998

OVERVIEW:

Major topics presented/discussed: change in Senate Bylaws to provide for representatives to the Ohio Faculty Council (p. 2); implementation of new policy concerning Mathematics Placement Exam (pp. 2-3); resources and support for YSU's Web site (p. 3); library budget (pp. 3-4); removal of four courses listed in the University Curriculum Committee's attachment to the June 3 Senate agenda (p. 5 of these minutes); removal of four programs listed in the Academic Programs Committee's attachment to the June 3 agenda (p. 5 of these minutes); class scheduling on semesters (p.7).

Policy changes: Mathematics Placement Exam (action 2 below); addition to Senate Bylaws (action 1 below); addition to Programs form (action 4 below).

Actions:
1. Section 6, Bylaw 4, of the Academic Senate Charter & Bylaws was amended to provide for election/appointment of two representatives to the Ohio Faculty Council (p. 2 of these minutes).
2. A motion to add the following language to the undergraduate catalog current (p. 3 of these minutes): Students must be tested by the Department of Mathematics and Statistics to assess their skills in mathematics. Students who will be taking mathematics courses as electives or requirements must take the Mathematics Placement Exam to be assessed for proficiency and proper placement.
3. The following motion carried: The Academic Senate recommends the continued development and support to sustain the continued development and maintenance of the YSU World Wide Web site.
4. The following motion carried (p. 3 of these minutes): Proposals for new academic programs must address the impact on the library budget. This is to be included on the form that is submitted to the Academic Senate.
5. The Senate approved the library budget proposed on page 93 of the June 3 Senate agenda (p. 4 of these minutes).
6. Curriculum Committee chair Anne York announced that courses 542, 583, 584, and 585 on page 84 of the June 3 Senate agenda are to be considered removed and will not be processed until an objection is resolved.
7. Programs Committee chair Craig Campbell announced that four programs (p. pages 33-69 of the June 3 Senate agenda will be on hold until issues are resolved: Prekindergarten Associate, Secondary Education, Early Childhood, and Middle Childhood.

CALL TO ORDER:

Jim Morrison, chair of the Academic Senate, called the meeting to order at 4:15 p.m.

MINUTES OF THE PREVIOUS MEETING:

Minutes of the 27 May 1998 special meeting were being pointed and will not be acted upon until the next Senate meeting.

CHANGE IN AGENDA: Morrison asked for a motion to change the order of the agenda so that committees with business could go first: Charter & Bylaws, Academic Standards, Integrated Technologies, and Library. The change was moved, seconded, and carried.

CHARTER & BYLAWS COMMITTEE: Dale Harrison, chair of the committee, announced that next year the Charter & Bylaws Committee will revise the bylaws as it did this year, looking for any revisions that the Senate feels need to be made. Keep this in mind as we reconvene in the fall.

Harrison also proposed an amendment to the Bylaws to enable an to same two representatives to the newly formed Ohio Faculty Council. The proposed amendment stipulates that the election for the at-large representative be conducted in November, therefore, the Charter & Bylaws Committee requests that the Senate Executive Committee appoint an interim member in the meantime if one is needed.

Harrison moved that we accept the proposed amendment, which pertains to Section 6, Bylaw 4, Other Elections (the proposed amendment was distributed by mail):

Section 6. The Ohio Faculty Council
a) There will be two representatives to the Ohio Faculty Council: the Chair of the Senate and one representative elected at-large from the University.
b) Anyone eligible for Senate membership shall be eligible for election at at-large representative.
c) The term of the representative elected by the Senate will be concurrent with the term of the chair of the Senate and shall be elected by mail ballot.
d) The term of at-large representative shall be two years beginning November 1.

The motion was seconded. Tom Shipka called the question, and the motion carried.

ACADEMIC STANDARDS COMMITTEE: Chair Charles Singler reported that the committee has considered two items (see Appendix A). Because of a misunderstanding concerning the first item (a proposed change in the method for removing high school math deficiencies), he withdrew the report on that item and will return the item to the committee for action next year.

Singler then explained the second item, which proposes adding to the undergraduate catalog (under Course Requirements, currently p. 54) language stipulating that students must take a math placement exam. Singler moved that we add to the catalog the following language:

Mathematics. Students must be tested by the Department of Mathematics and Statistics to assess their skills in mathematics. Students who will be taking mathematics courses as electives or requirements must take the Mathematics Placement Exam to be assessed for proficiency and proper placement.

As noted in the summary preceding the motion on the committee report, students who are not required to take math courses or who do not elect to do so as part of their college careers will not be required to take math courses regardless of what happens in the placement process.

The motion was seconded and carried.

INTEGRATED TECHNOLOGIES COMMITTEE: Salvatore Attardo, reporting for the chair, referred to pages 88-89 of the June 3 Senate agenda. The committee is concerned that not enough attention and support are being given to development of the University-wide World Wide Web site. Since this matter pertains in part to teaching, the committee requests that the Senate endorse the committee's statement concerning the need for support. (See the agenda for the full report.)

As the representative for the chair of the committee, Attardo moved that the Senate make the following recommendation:

The Academic Senate recommends the allocation of ongoing resources and support to sustain the continued development and maintenance of the YSU World Wide Web site.

The motion was seconded, and discussion followed.

Rochelle Ruffer: I think the motion is a wonderful idea. Are we essentially saying that we are concerned about this matter but cannot do anything if those who allocate resources don't listen?

Attardo: I wouldn't be that pessimistic, but this body cannot allocate resources.

Ruffer: I attended a conference on technology in the classroom this weekend. All these people have great Web pages and support personnel, and we get frustrated because we don't feel we have any of that. I will talk to the committee later about a suggestion for giving YSU faculty the skills we need but have no support for.

The motion carried.

LIBRARY COMMITTEE: Gary Stanek, chair of the committee, referred to pages 91-93 of the June 3 Senate agenda. On behalf of the committee, he moved motion 1:

Proposals for new academic programs must address the impact on the library budget. This is to be included on the form that is submitted to the Academic Senate.

The motion was seconded and carried.

Stanek reiterated information noted in an earlier report concerning the committee's non-duplication policy and allocation of money saved by it (p. 92 of the June 3 agenda). The only changes reflected in the proposed 1998-99 budget result from following that policy. He then moved motion 2: acceptance of the 1998-99 library budget proposed on page 93 of the June 3 Senate agenda.

The motion was seconded, and discussion followed.

Rochelle Ruffer: Will you talk about the reallocation? It seems Reference is getting hurt quite substantially. The Reference staff has had at least one resignation that they are afraid will not be replaced. The figures in the proposed budget don't apply to salaries?

Stanek: They apply to library resources.

Ruffer: Will you talk about the addition to OhioLINK Databases and the decrease in Reference?

Stanek: It reflects a shifting of funds from one area to another. Much reference material is available on the Web, and this is why OhioLINK is a separate category this year. The total library funds have increased if you count that new line. The librarians actually have an increased budget for next year, and this will increase what Reference is able to do.

Tom Atwood: We can do a much better job with spending when we get involved with a consortium. We can get a much better price through Ohio LINK.

The motion carried.

Morrison asked if any other committee had business to report.

HONORS COMMITTEE: George Neil, chair of the committee, noted that the committee met several times within the past month and a half and developed a new policy concerning aspects of the Honors program, including the semester change and the GER model that was passed at the last Senate meeting. That policy change will be brought to the floor at the first fall meeting.

SENATE EXECUTIVE COMMITTEE/REPORT FROM THE CHAIR: Morrison made the following announcements:

1. Minutes of the May 27 meeting will be disseminated later, for approval at the next regular Senate meeting.
2. The Executive Committee has finished making faculty assignments to Senate standing committees (see Appendix B). New members of the three elected committees will be elected in the fall. Students and administrative members are named by other bodies and should be updated by fall. The Executive Committee's appointment of faculty to administrative committees are recommendations to the administration, which will make the final appointments.
3. The Ohio Faculty Council (OFC) met May 29 and is planning a retreat for committee in July. An executive committee was formed for planning and to set agendas. The OFC also met with OBOR staff member Matt Phillips for an extended discussion about budget, the budget outlook, and the role faculty might be able to play. There was also an update on OBOR's faculty-data collection. The good news is that the "fictional workload reports" faculty fill out in the fall will no longer be operative; the bad news is that what will replace them is a sampling technique still to be produced by the committee working on it. If that is not produced, the only systematic information collected statewide is faculty teaching assignments. We and the Board of Regents are part of the blame if the community at large and voters statewide think we work only 8-12 hours a week. We need to find a reason to communicate to OBOR, the legislature, and the voting population of Ohio exactly what our work conditions are and the value of a higher education to the citizens of Ohio. Morrison will have a complete report after the summer is over.
4. Nomination forms for individuals to serve as college representatives to the GER Committee have gone out. That committee must act as an ad hoc committee through this summer until the Bylaws are changed to formalize the committee and how it is to be formed. Those who are considering candidacy take note: the intent of forming the ad hoc committee now is that there will be considerable work to be done now and throughout the summer.

ELECTIONS & BALLOTING COMMITTEE: No report.

UNIVERSITY CURRICULUM COMMITTEE: Chair Anne York referred to page 84 of the June 3 Senate agenda. An objection to courses 542, 583, 584, and 585 came to after the deadline for submitting agenda items to Regie Beaver. Therefore, the four courses are to be considered removed and will not be processed until the objection is resolved.

York thanked current Curriculum Committee members Jose Capote, Jeanette Gatz, Janet Gill-Wigal, Dennis Hessenauer, Patricia Hoyman, Tad Porter, William Vendetta, and Eric Wingler for their support and hard work this past year.

Louise Pavia, chair, Human Ecology: We have spent the last year-plus designing the curriculum for the new Early Childhood degree. We have done it collaboratively with the College of Education. I understand there is an objection to four courses. The original memo we received objected to CHPAM 531 and 532.

These are not new classes. They are purposely changed classes to integrate practice with theory; they are changes in existing courses. If you check the course descriptions, you will see there is not a redundancy here. These are two different courses. Perhaps the objection is the use of "Development" in the title. Previously, the courses were called Infant and Toddler Care and Pre-School Child Care. This does not sit well with our learned society and our professional organization. We integrate knowledge of development with practice, and what we do is called "early childhood development and education." That is why the proposed titles are appropriately named. The courses have been approved by the Department of Education as part of the new curriculum for the four-year program.

Denise Da Rosa: The College of Education has worked very hard with the Department of Human Ecology on that whole "birth to eight" piece. The learned society demands that we integrate practice and theory, and what happens when we have just theory is a disjunctive between theory and the practice of how to be sensitive, responsive, and respectful caregivers in that under-three population. Nationwide, it is lacking. At least, at YSU we are going to address that.

ACADEMIC PROGRAMS COMMITTEE: Chair Craig Campbell: Thanks to all members of the committee. The committee has tried very hard to get departments to communicate with each other, and I think it has done a very good job. However, a couple of issues have come up in regard to some programs. Four programs in the packet submitted for the June 3 Senate agenda are going to be on hold until we get the issues resolved: Prekindergarten Associate, Secondary Education, Early Childhood, and Middle Childhood (pp. 33-69 of the June 3 agenda).

John Venema: We have been working on the Early Childhood program for a whole year, everyone knew we were doing it, we worked hard, and we went through proper procedures. We went through your committee. It is entirely improper now to withdraw it. I think we should take this matter to a vote and settle the problem.

Campbell: The programs are on hold, and that is all I can say at this time.

York: Concerning the 4 courses (two courses and three labs): an objection has been raised by the Department of Psychology, and Louise Pavia must meet with Jeff Colders and see if they can work the problem out. The Curriculum Committee has no power to override objections to courses it has approved.

Venema: I still need some clarification. Since the program sheets were passed around, why weren't the objections raised then instead of now? That was improper, and I ask for a ruling. There was plenty of time.

York: The objection was sent to me after I had sent the proposals down to meet the ComDoc deadline. It was impossible to pull the four proposals before today. That is why they are being withdrawn.

Shipka: I am confused. If I heard Dr. York's initial comments correctly, she said objections were raised after the deadline.

York: No, the objections were raised within the 10-day circulation period during which any faculty member can raise an objection to any course proposed. The formal, written objection got to me after I had sent the proposals down to meet the ComDoc deadline for printing the Senate agenda. The objection was raised within the 10-day period, and the courses must be pulled.

Rob Levin, chair of College of Education Curriculum Committee: This is a procedural question: when these negotiations take place, since our College Curriculum Committee has already approved those documents in their old form, will revised documents come back to us?

York: Yes, if they are modified, they will come back to you and you will resolve them.

Morrison: I can answer a question that wasn't asked. The University Curriculum Committee and the Programs Committee have the power to resolve any conflicts and pass on them without coming back to Senate. So these could be resolved tomorrow or next month or whenever.

Pavia: In the packet for the course proposals, the courses are marked approved; the memos was dated before the deadline. The deadline was May 22. These were circulated long ago and have been debated in the committee for a long time. I am confused about why they are noted as approved in minutes of the committee. In a sense, you are saying the work we have done is put on hold again. Please explain.

York: Here is the curriculum process: On May 12, these proposals came before the Undergraduate Curriculum Committee. We went through them and approved them. Then they followed the normal procedure and went into a 10-day period of circulation. If no faculty member or dean or provost or assistant provost raises an objection to courses during the 10 days, the courses are attached to the agenda; no action is required. But if an objection is raised during the 10 days, they have to be pulled. I understand why the process is frustrating, but that is the procedure.

Pavia: I asked about the program. This was circulated a long time ago. How long must we wait? What does the delay say about our expertise in developing the programs? These are serious questions.

ACADEMIC PLANNING COMMITTEE: Patricia Hoscofski, chair of the committee, referred to a handout on the back table suggesting possible class patterns for 1-, 2-, 3-, 4-, and 5-semester-hour courses (see Appendix C). The committee is not ready to make a motion but looked at Kent State University, the University of Akron, and Cleveland State University as examples and tried to be consistent with other institutions in the area. We looked at what would be effective for students, knowing that many of our students work, and at the most efficient use of time and facilities. A visual in the handout shows possible evening class patterns. The committee did not make decisions about summer school. We are considering leaving some time on Tuesdays or Thursdays, say 3:10-5:30, for meetings.

Floyd Barger: Item 3c on the handout says, "Sixty percent of the three-credit courses should meet [MWF] and forty percent [TTh]." Item 4c says, "Departments offering four-credit courses are encouraged to schedule 20 percent of them on the TTh pattern." Am I to interpret 3c as a general directive and not department-specific, while 4c is department-specific?

Hoscofski: We were not being that specific with the language. Since 3-credit courses are to be the most common, that is the reason for the 60-40 balance.

Barbara Brothers: We brought the report forward so that people will know what we are considering. If these are problems in the wording, write the committee. (There is no motion now.) I am not dismissing your question. Written comments will be helpful to the committee as they work to refine a motion.

UNIVERSITY OUTREACH COMMITTEE: Denise Da Rosa, chair, reported that the committee met monthly over the academic year. They will issue a written report in due course.

ACADEMIC RESEARCH COMMITTEE, STUDENT ACADEMIC AFFAIRS COMMITTEE, STUDENT ACADEMIC GRIEVANCE COMMITTEE, AND ACADEMIC EVENTS COMMITTEE: No reports. Morrison noted that Academic Events will have referred to them a letter he received from the president of the Alumni Association requesting consideration that the alumni membership be involved in the commencement ceremonies. The suggestions in the president-elect have been referred to the Executive Committee of the Senate to be referred to the Academic Events Committee.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

Jim Morrison: This has been a long year for the Senate. Some very significant things have occurred and have been almost completed or at least begun. I appreciate the wisdom and the civility with which these matters have been addressed. There is still uncompleted business. There is much to be done this next academic year. If the programs/curriculum discussion we have just heard is any indication, we need to look seriously at our procedures, because many courses will be under consideration next year.

Christiane Lech: I would like us to thank Jim for his efforts bringing us through this year. (Applause)

ADJOURNMENT: Tom Shipka moved that we adjourn. The motion was seconded, and the meeting adjourned at 5:00 p.m.