

Minutes of Meeting of Academic Council

November 14, 1967 - 1:00 to 2:30 p.m.

Conference Room - Executive Offices

The meeting was called to order at 1:00 p.m. Dean Dykema made the following comments regarding the scheduling of the summer session:

1. The split 5-1/2 week schedule for the summer cannot take 30 hours; twice the time is needed to complete the 30 hours. A full year course does not fit into one quarter; therefore, a four-year course cannot be completed in four years.
2. It was suggested that the summer session could be run simply as a fourth quarter, but due to faculty assignment commitments, this will not be possible. In order to run the summer session as a regular quarter, the schedule should be on a 5-hour basis. It was pointed out that the language classes will probably be the most difficult to schedule on the split session.
3. It was asked that each member of the Council look over the page of hour patterns compiled by Dean Dykema and be ready to come to some decision by next week.
4. The following recommendation was made in regard to the teaching load of part-time faculty members:

In general, the practice will be that a limited-service person will be employed to teach only two courses (not more than eight hours) but in no case would a limited-service person be assigned a load in excess of the number of hours that a regular faculty member taught.
5. It was brought to the attention of the Council that associate and full professors are teaching 15 hours and that some faculty members are taking an overload this quarter with the promise that they will be relieved sometime during the year. An announcement was made that the faculty load forms will be distributed this week.
6. The subject of auditing courses was brought up and Dean Charignon and Dean Aurand will submit recommendations on auditing courses at the next meeting of the Council.
7. A general announcement was made that the following persons will serve on the Committee on General Education with Dean Dykema serving as chairman:

Dr. George Kelley, Biology
Mr. John Grim, Business Administration
Professor A. Spiro, Music
Miss Margaret Pfau, English
Dr. Chrisp, Education
Dr. Frank D'Isa, Engineering
Mr. Larry Esterly, Political Science

The next meeting of the Council was scheduled for Tuesday, November 21, 1967, at 1:00 p.m. to be held in the executive offices, conference room.

Meeting was adjourned at 2:30 p.m.

November 9, 1967

MEMO TO: Academic Deans

FROM: William H. Coffield

RE: Meeting of academic deans

There will be a meeting of the Academic Council on Tuesday, November 14 at 1:00 p.m. in the President's conference room.

WHC:krb