

Minutes of Meeting of Academic Council

OK

January 23, 1968 - 1:00 p.m.

Conference Room - executive offices

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

Dean Dykema moved and Dean Swartz seconded that those who have not met the requirements because of Orientation 500 may see the Dean of their School; and, at his discretion, the dean may relinquish the requirement.

Any nominations for the American Men of Science should be turned into Dean Dykema, College of Arts and Sciences.

The program for the Technical and Community College and the building plans will, hopefully, be ready by July 1.

Dean Swartz brought up the subject of registration. At this time, official rosters are still not available to the deans. There must be an official count of enrollment in a course before there can be an intelligent change of registration. After a general discussion about various facets in the registration process, the Council was requested to be prepared in writing with some of the information and suggestions they may have to improve the registration procedure.

It has been reported that many professors and students are smoking in the classroom. It was made clear that there is a University rule against any smoking in any classroom. A bulletin will be prepared concerning this subject.

There will be a memo soon to all personnel concerning the pay periods of all non-faculty and faculty. Beginning February 1 all checks will be coming from the computers. In order to have travel reimbursements processed as rapidly as possible, it is requested that you try to have any travel requests in at least two to three weeks in advance whenever possible.

All limited-service people are on a quarter-by-quarter appointment. The limited-service forms which are filled out each quarter serve as a quarterly appointment for these people. This form is valid for only one quarter. If a limited-service faculty member has not had a form filled out, there will be no money available for his salary. Please see that each limited-service faculty member has a form filled out for him each quarter in which he is employed.

There was some discussion on whether or not we are making too many night classes available to students so that they are able to work a full day and take a full quarter load in evening classes. It was decided that it is impossible to eliminate all night classes and that we are under obligation to allow a student to complete his requirements entirely at night if he is able to do so.

Dean Dykema brought up the fact that there is no university-wide organization to the development of upper division and lower division classes. Why should some departments have one or two lower division courses while others have a dozen or more?

The next meeting was scheduled for February 6, at 1:00 p.m., at which time the registration procedure will be discussed. Various individuals involved in registration will be invited to join us at this next meeting.

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

WHC:krb