

Minutes of Meeting of Academic Council - Attending were Deans Byo, Dykema, Swartz, Charignon, Miller, and Dr. Coffield

November 20, 1968 - 2:00 p.m.

Executive Conference Room

Meeting was called to order at 2:20 p.m.

It was announced that the class lists as of the 14th day of class should be used for the faculty service load reports.

Several members of the Council expressed an interest in inviting Youngstown teachers to visit our classes during the period of time when Youngstown City Schools will be closed. No decisions were made on this matter.

In discussing plans for the 1969-70 catalog, several members of the Council expressed a desire to proof the final copy before it goes to the printer. Dr. Coffield explained reasons why this was not done last year:

1. After the final approved copy is sent to Public Relations for publication it was their view that such would not be sent back to departments because changes in the final copy could double the expense.
2. It is important to keep a final deadline date because the printer has established a performance bond and guaranteed delivery on a certain date but has demanded certain things on preceding dates. If we miss one of these dates, we forfeit our performance bond with the printer.

Members of the Academic Council agreed to recommend that they be given one day to proof the final copy for typographical errors only. No amendments will be made.

After discussing the problem of staffing in some introductory courses in social science, Dean Dykema was asked to call a meeting with Miss Boyer, Mrs. Mackall, and Dr. Kiriazis shortly after the Thanksgiving holiday in regard to these problems.

A meeting will also be established with Dean Swartz, Dean Miller, Dean Dykema, Dr. Kelley, Mr. Ellis, Dr. Rand, and Mr. Harris sometime after the Thanksgiving holiday concerning the science requirements for education and business majors.

Dean Paraska was elected to handle the December 14 orientation for incoming freshmen with Dean Dykema to assist him.

Meeting adjourned at 4:30 p.m.

Minutes of Meeting of Academic Council

November 19, 1968 - 1:00 p.m.

Executive Conference Room

Meeting was called to order at 1:00 p.m.

It was announced that since today's meeting would adjourn by 2:00 p.m., the Academic Council would meet again November 20 at 2:00 p.m. in the Executive Conference Room.

The first item for discussion was the travel policy of the University. Several persons or departments have expressed dissatisfaction with the ruling that only three persons from any one department may attend a single meeting. After considerable discussion on the subject, Dean Charignon and Dean Dykema were asked to work together as a subcommittee and prepare some statements and/or modifications regarding the travel policy.

It was announced that the deadline for the catalog is January 6. Please make whatever changes you think are necessary now.

Recommendations on general education will go to the January Senate meeting.

Meeting adjourned at 1:50 p.m.