

ACADEMIC DEANS' COUNCIL

Minutes of Meeting, June 20, 1972

PRESENT: Edgar (Chairman), Charignon, Krill, Miller, Paraska, Sample
(for Aurand), Scriven, Vanaman (for Robinson), Yozwiak.

GUESTS: Bertelson, Coffelt, Rishel.

1. The Chair called the meeting to order at 1:10 p.m.
2. Minutes of June 13 meeting approved as distributed.
3. Minutes of June 6 meeting approved as distributed.
4. Dean Rishel appeared in response to Item 3 of June 13 minutes: changes in orientation and registration. He reported regret over the manner in which this matter came to its present status and distributed a suggestion for revision (filed with minutes). Dean Yozwiak asked for Dean Rishel's answer to the criticism that the general orientation is unsatisfactory; what is the alternative? Dean Paraska reiterated the point that the orientation has been poor and that we have no concrete plan for improvement. Absenteeism among the principals seems to be significant.

Vice President Coffelt asked for a description of alternative plans. One would be a 2-day orientation period some days after registration. Orientation following registration on the same day has little promise for success. Dean Rishel offered to limit his time to one hour. Moved by Dean Yozwiak to accept Rishel's plan as distributed. Seconded by Charignon. Vice President Coffelt volunteered information that an evaluation will be made of the effectiveness of the orientation. Motion was voted 3 for, none against, 5 abstentions.

5. Following the departure of Dean Rishel and Dr. Bertelson, discussion of orientation continued, with some emphasis upon evaluation.
6. Vice President Edgar distributed a sample copy of a faculty service information report for OBOR. A computer-generated preprint will be sent to each chairman, showing the faculty persons for whom each chairman must acquire basic data on service. The academic dean has responsibility for verifying the chairmen's reports in his college or school. There was much criticism of the departmental approach used with the form, since departments must now devise further forms for individuals. The starting point should be individual data sheets (perhaps scan sheets).

7. Vice President Edgar distributed a 4-year school calendar (copy filed with minutes) for 1973-77 for study by the deans. A question was raised about the inclusion of the Academic Dean's action of January 25, 1972 (item 5 of minutes of that date), setting a 10-weeks summer session. The Chair will return the item to the agenda after study.
8. Vice President Edgar referred to item 2 of minutes of meeting of May 9, 1972, on the matter of names omitted from graduation list despite fact that students had been cleared and paid graduation fees. The problem seems to arise from practice of asking students to distribute copies of his receipt to proper offices. The Bursar has developed a new form and a changed distribution system. Moved by Charignon, seconded by Scriven, that Bursar handle the distribution. It was so voted.
9. Adjournment was at 3 p.m.

KEK:ar

per JCE/Kree