

ACADEMIC DEANS COUNCIL

MINUTES - MEETING OF AUGUST 23, 1973

Present: Deans Moore, Miller, Byo, Charignon, Paraska, Krill, Yozwiak;  
V.P. Edgar

Guest: Swan, Livosky

1. Charignon moved, Miller seconded, that minutes of the meeting of July 18 and July 25 be approved. Motion passed.
2. School Calendars, giving the starting and concluding dates for each quarter thru 1977, were prepared by Livosky and distributed. Edgar indicated that we need to assess the desirability of retaining the 10-week summer session. Yozwiak moved approval of the proposed calendars, Charignon seconded. Motion carried.
3. Edgar announced that Swan, Administrator of the Faculty Personnel Office, will be attending all future meetings to keep us informed regarding the operation of the contract. He will not be a member of the Council, however.
4. Paraska moved, Krill seconded, the approval of a proposed statement on "Policy Governing Transfer of Credit for Associate Degrees." The statement is as follows:

" A student transferring from an accredited institution who has earned an Associate degree will transfer in all courses counted in fulfilling the Associate degree requirements. Those students who have no programmatic change will have junior standing upon entrance at Youngstown State University. Students with programmatic changes will have their courses evaluated on an individual basis by the department chairmen of their new area of study to determine which courses can be used to fulfill the baccalaureate degree requirements of their new program."

Discussion ensued about the interpretation of the terms "programmatic change" and "will transfer in" of the statement. A suggestion was made that the statement should differentiate between the Associate in Arts and the Associate in Applied Business or Applied Science. Yozwiak moved, Miller seconded, that the motion be tabled. Motion passed. Moore suggested that we bring up the issue at the next meeting.

5. (a) Swan discussed the problems involved with preparation of an "official file" that is to be used when considering individuals for tenure and promotion. The present files in the Executive offices are quite sparse. Needed for the files are
  - a. Copies of Publications
  - b. records of Committee assignments
  - etc.
- (b) Swan presented a form that Alderman prepared for continuing the collecting of data. He wants our views of the form after we discuss

it with our chairmen. This form will serve as a method of keeping the file up-to-date once the file has been established,

(c) The deans and department chairmen should examine the file that they currently have on the faculty in order that pertinent data be forwarded to Swan's office.

(d) Swan also presented a proposed "Application for Promotion" for our consideration and discussion.

(e) It was pointed out that Chairmen should be responsible for the election of a departmental promotions committee in the early fall.

(f) Swan suggested that deans be careful in making remarks about faculty salary adjustments so as not be critical of the OEA. He suggested that we simply point out that the procedure was agreed to by a joint committee.

6. Edgar announced funds for the Student Development now totals \$2,000,000 for the State. Letchworth was our representative on the State committee to develop a formula for distribution to the various schools. Our share for 1973-74 amounts to \$92,000 with a like amount for 1974-75. We need someone to administer the program on this campus and Edgar asked for nominations of individuals for the task. In the past this money was disbursed to the Mentor (tutoring) Program, to a T & C program, and to a program directed by Mr. Bright of the Black Studies program.
7. Dean Miller reported that the committee appointed to study inequities among administrative personnel has not yet completed its study.