

ACADEMIC DEANS COUNCIL

Meeting 2 October 1973

MINUTES

Present: Vice President Edgar; Deans Byo, Miller, Moore, Paraska, Scriven and Yozwiak. Dr. D'Isa represented Dean Charignon. Guests: Dean Bleidt and ten student aides.

The meeting was called to order by Vice President Edgar.

1. Motion by Scriven, seconded by Byo, to approve minutes of the meeting of September 25, 1973, with a correction of the dates (Registration changed from May 25, 1974 to June 1, 1974 because of Memorial Day weekend). Motion passed.
2. Vice President Edgar introduced Dean Bleidt who in turn introduced the ten student group leaders for registration and orientation last summer. Problems and successes were presented for future consideration. A sampling of comments:

- Yozwiak - "suggest a more formal approach",
- Miller - "not enough attendance .. return card to be aware of attendance",
- Byo - "centralization of faculty seemed to help",
- D'Isa - "would it have been more successful the second Saturday after school begins. It is a matter of timing",
- Paraska - "begin registration later and shorten the span .. reverse the order of rap sessions and registration .. consider a way to help students from a distance register more easily",
- Scriven - "advisors are not listing alternate courses or providing a curriculum sheet",
- Student - "advisors disappear after 5 p.m. .. advisors signature on advisement sheet seems to be needless .. an advisor is necessary, but not a signature .. much advisor error .. must consider what should be seen on the tour - Arts and Sciences difficult to handle because of the many majors ..."

The above are representative but not all-inclusive of the comments presented.

3. Dr. Swan discussed the Data Information Sheet. It will cover a 3-year period and must be returned to chairmen by October 30, 1973.
 - a) Miller asked if computer could be used to facilitate course listing.
 - b) Moore felt the forms were workable.
 - c) D'Isa asked if the entries on the form were limited to 3 years. Answer: Swan answered no, except for the course work taught.
 - d) Moore asked for additional dated deadlines. Vice President Edgar indicated that the University Promotions Committee will probably meet in January.

4. Faculty load/service report deadlines were discussed.

5. Miller commented on advisor signature and indicated a willingness to eliminate the signature if the prerequisite for courses would be identified in the class schedule. Moore felt the student should be permitted to register without advisor's signature, but that he should sign the form under a statement that he assumes the responsibility.

Scriven moved that the advisor signature be eliminated for all students having attained 36 or more hours on all forms including change and drop/add, and that a protective statement be included. Miller seconded. Dean Moore asked that a vote be deferred. Much discussion on the signature question followed; vote was deferred.

6. Future agenda items:

- a) All were asked to consider reorganization and restructuring of the University in the light of President Coffelt's remarks in his general faculty address.
- b) Re-evaluate registration techniques and times in the light of most recent experiences.

Meeting adjourned at 1515. Next meeting is scheduled at 1300 Tuesday, October 9, 1973 in the Arts & Sciences Conference Room.

BYO