

Minutes  
Academic Deans' Council  
Tuesday, May 22, 1979

MEMBERS PRESENT: McGraw, Moore, Paraska, Rand, Seibold, Simon, Yozwiak  
GUESTS: Alderman, Brothers, Cohen, Murphy, Yiannaki

Minutes of the previous meeting were approved as distributed.

1. Dr. Brothers, Chairperson of the Council on Reading and Writing, provided the Deans' Council with a status report, which included the distribution of three handouts, namely: (1) a letter addressed to the students reporting test scores and the recommendations pertaining to the areas of reading and writing; (2) a sheet entitled "Reading: Education 510, Reading and Study Skills; and English 540, Critical Reading of Expository Prose"; and, (3) a memorandum to the academic advisors entitled "Advising Students on Reading Courses."

During the discussion which ensued, the logistical procedures to be followed were described which indicated that a copy of the test scores would be made available to: (1) the students; (2) the Admissions Office, and (3) the academic advisors; they would also be placed in the students' files. It was indicated that an additional handout describing Education 510 would be provided by Dr. Snozek.

Dr. Brothers indicated that she or other members of the Reading and Writing Council would be meeting with the academic advisors and the student orientation leaders to describe advising activities associated with the areas of English composition and reading. Dean Rand suggested that the Nelson-Denny test be used as an exit test for those students enrolling in the reading courses. Other individuals made contrary comments to this suggestion. It was recommended to Dr. Brothers that a meeting be scheduled with the departmental chairpersons to explain the courses and activities related to reading and writing.

2. Gratia Murphy distributed copies of two memoranda concerning the forthcoming faculty workshops on student writing and a writing newsletter. She provided an historical background related to the forthcoming workshops and the purposes of said activities. Present plans are for two workshops to be offered each quarter, and it was indicated that the University newsletter on writing would be issued periodically during the forthcoming year. Those in attendance were supportive of the workshops and newsletter. No additional suggestions were provided to Mrs. Murphy.

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3. A brief discussion of Dr. Edgar's memorandum dated 5-16-79 concerning long-range academic planning occurred. It was pointed out that the work of the sub-committees was an important aspect of the long-range planning. Dean Rand and Dr. Edgar requested information relative to any further suggestions on needed data sources. It was suggested that a facsimile of the "green monster" be made available in order to provide the deans with data that could lead to trend analyses. Additional names for membership on the PFFC sub-committee 3 were sought.
4. Dr. Cohen provided a brief update report on the weekend program. It is focused primarily upon the lack of standardization in the scheduling of classes. A handout comprised of data pertaining to the scheduling problems was distributed, which also included a recommendation for standardizing the scheduling of weekend courses. It was felt that no changes could be made in the Fall Quarter schedule, but that departmental chairpersons be urged to develop class schedules that more or less follow a standardized format.

It was agreed that Friday evening classes should not start earlier than 6:00 p.m., that 50 minutes of class time for each q.h. of credit be required, and that the 12:00 noon-1:00 p.m. time period on Saturday's be reserved for lunch.

5. Concerning adjunct professorships, Dean Paraska reiterated the need for the medical technology program to have adjunct faculty, particularly as it related to the accreditation of that program. Vice President Alderman cited his concerns about such a course of action. The creation of an adjunct faculty category might have serious ramifications vis-a-vis the Agreement and limited service faculty. Specifically, there might be considerable concern on the part of long-standing limited service faculty about titles, i.e. adjunct professor, adjunct associate professor, etc., and the listing of adjunct faculty in the catalog or other publications. The titles of adjunct faculty might be of some concern to some regular faculty for compensation; this would be even more of a red flag to both limited service personnel and regular faculty. He emphasized the point that the major repercussions of the move might not be felt until such time as a new Agreement is negotiated.

Dr. Edgar suggested that the term "adjunct" faculty might be the only one acceptable to those accrediting the program and suggested that we concede on that point.

Dean Rand moved and Dean McGraw seconded that we adopt the proposal framed by Dr. Edgar in his memorandum of April 16, 1979, with the first sentence amended to read:

Adjunct staff are professionals employed not by Youngstown State University but by cooperating agencies in the Youngstown area which participate in various programs . . .

Motion passed. The effect of the motion is to propose the term "adjunct staff" as opposed to "adjunct faculty." Dr. Edgar will get in touch with the accrediting agency, explaining the difficulty we face with the word "faculty" and ask specifically if the work "staff" serves the same end for accrediting purposes.

6. The meeting adjourned at 3:55 p.m.