

ACADEMIC DEANS' COUNCIL

Minutes of Meeting

May 19, 1981

Present: Gillis, Dodge, Loch, McGraw, Paraska, Rand, Ruggles, Scriven, Sutton, Yozwiak. Guest: M. B. Smith

- 1) The minutes of the April 23 meeting were approved.
- 2) Mary B. Smith was introduced as the Coordinator of the 1982-83 Diamond Jubilee Year. She indicated that chairmen of various committees have been appointed to assist in the planning. They include Beelen, Historical; Kelty, Academic Planning; Loch, Special Events; Hirsch, Student Activities; Recer, Alumni; Looby, Stambaugh Dedication. She welcomes suggestions from the deans as to events. Her office is on the 2nd floor in Tod (T. Alderman's vacated office).
- 3) Coffelt and Gillis have met with members of the Constitution and By-Laws concerning their reservations about the new committee structure and charges. Some modifications are expected.
- 4) Gillis reminded the deans of the June 4 deadline for limited service faculty contracts for those individuals to be employed in the Fall '81 quarter. He will inform the deans of the FTE allotment of limited service faculty for 1981-82.
- 5) Gillis announced that additional monies have been provided for 1980-81 in the "postage" account. Deans may make requests for additional funds, if needed.
- 6) Miscellaneous announcements include:
 - a) Blood Drive scheduled for May 26, 27;
 - b) NEOUCUM graduation exercises on May 20;
 - c) Outline for OHIO Higher Education Master Plan.
- 7) Re: Chairpersons Evaluation, Sutton reported that the committee would soon be asking for Gillis' input. Some discussion ensued concerning the pros and cons of the position of chairperson.
- 8) Gillis suggested the Program Evaluation form used by the Graduate School might be suitable for use in the review of undergraduate programs. He will distribute copies to the deans for review of the form.
- 9) Management Workshops for chairpersons may be scheduled.
- 10) Re: On-Line Student Record System, Gillis suggested to Scriven that he might be able to locate such a system in existence somewhere that could be readily adapted to our needs. Scriven indicated that he would explore this possibility.

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- 11) A proposal indicating the procedure and registration dates for the summer '81 registration of incoming freshmen was distributed by Scriven. The proposal was approved as presented.
- 12) Sutton raised a question concerning the availability of additional funds for summer '81 faculty salaries. Gillis responded that, as of this time, he has no information available for reallocation of funds.
- 13) A "handout" recapping Coulter's comments to the Inter-University Consortium on External Degree Programs was distributed.
- 14) The meeting adjourned at 3:57 p.m.

Bernard J. Yozwiak