

ACADEMIC DEANS MEETING

CORRECTED  
10/19/82

Tuesday, September 21, 1982

Present: Hotchkiss, Loch, Yozwiak, Richley, Gillis, Sutton,  
Dodge, Scriven, McGraw and Ruggles (tardy).

- I. The minutes of July 13, 1982. No corrections.
- II. Announcements:
  - a. New intra-university transfer form. It was suggested that the old forms be used but obtain the student's signature in approximately the same place as called for on the new form.
  - b. New computer services for 1983. There was considerable discussion of the meaning of the various codes associated with the requests for computer service in the academic/administrative area. Considerable skepticism was indicated about the number of person-hours required for some of the grade reports and suggested that copies be reduced in order that the student copy be legible. After considerable discussion and experimentation, it was determined that the form as presently constituted would produce readable copy at the lowest setting on an IBM Selectric Typewriter, thus it is the belief that the printer has not been properly adjusted for printing grades.
  - c. Professional/Administrative Vacancy Form. The only discussion was a question that this would also suffice for faculty but it was pointed out that different information is required on the two forms.
  - d. Guidelines for faculty appointment. These guidelines are under development and will be forthcoming.
  - e. Off-courses campus annex. In preparation.
  - f. OVC and NCAA ruling on remedial courses. It was recommended that Narduzzi be notified that his staff should monitor the enrollment of the athletes to ensure compliance.

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III. Old business.

- a. Articulation policy. Recommendations from the Ad Hoc Committee have been reviewed by the old Student Academic Affairs Committee and referred to Jean Kelty to "Forward to the Senate and to the new Student Academic Affairs Committee" for a discussion of assorted issues. Dean Yozwiak will send the report of the Ad Hoc Committee to all faculty.
- b. Credit-no credit for conference courses. After lengthy discussion it was agreed that regulations did not prohibit the use of the credit-no credit grade for conference courses but that the regulations prohibiting the use for major or minor still apply.

IV. New business.

- a. Student evaluation of teaching. There is still considerable hassle over the implementation of any new forms since the Computer Center contends that they have a non-standard OP SCAN system which would require many man-hours to modify. It was pointed out, however, that the Testing Office has modern equipment which could be interfaced to the Computer Center.
- b. Credit/no entry and grade/no entry policy. Major concern on the part of some of the Deans about the use of these particular grade systems is whether or not their use is academically sound. Vice President Humphrey is concerned about validating such SCH. Dr. Gillis appointed a committee consisting of Richley (Chairman), Yozwiak, and Ruggles who are to report to a subsequent Academic Deans meeting.
- c. Guidelines for limitations on courses. After lengthy discussion as to whether or not it would be feasible to establish some sort of formalized guidelines for the number of courses that a Department should be allowed to offer, it was decided that the present requirement (which has not been enforced) that courses which have not been offered for three years be deleted is probably as realistic as any new policy we could devise. The Deans are to ask the Chairmen of their various Departments to comply with this rule.

- d. Mail registration for graduate students. After discussion it was requested that copies of the preliminary winter schedule be sent to Dean Hotchkiss post haste.
- e. Recalculation policy. Dean Yozwiak made an impassioned plea to do away with the new policy requiring preliminary approval for recalculation. Business and Engineering endorsed the procedure as currently applied but Arts and Sciences opposes it and the rest appeared generally neutral. After lengthy discussion it was agreed that Deans had the option of offering blanket approval to students if they so choose. Courses repeated prior to the fall of 1982 will fall under the old policy in which recalculation was permitted simply upon approval of the Dean.

The meeting adjourned at 1603.

Dean George E. Sutton  
Recorder