

MINUTES

ACADEMIC DEANS' COUNCIL

October 18, 1983

PRESENT: Provost Gillis, Associate Vice President McBriarty, Associate Provost Hotchkiss, Assistant Provost Scriven, Deans Dodge, McGraw, Richley, Ruggles, Sutton, Yozwiak, Assistant Dean West, Dr. Loch.

I. Minutes of September 20, 1983, were approved.

II. ANNOUNCEMENTS

- A. A hiring freeze is in effect until after State Issue 3 has been decided. We should continue collecting information on vacancies but defer action until the freeze is lifted. Only three exceptions were permitted:
1. part time Typist I in Allied Health - accreditation requirement.
 2. two Software Specialist positions in the Computer Center - heavy workload and understaffed.
- B. If Issue 3 is approved, budget cuts are possible in unfilled vacancies, equipment replacement, library, overload, student wages, graduate assistantships, equipment, travel, and supplies. Provost Gillis solicits recommendations on alternative categories.
- C. The Tallying Project is almost ready for testing prior to implementation. The Registrar's Office needs five loaner terminals for the testing process - see October 14, 1983, memo from Provost Gillis.
- D. Provost Gillis is developing an overload reporting process through the use of computer file data. He solicits input regarding planning.

III. OLD BUSINESS

- A. Correspondence between Provost Gillis and Dr. Shipka was discussed. Different forms will be used for "F" to "W" petitions filed before or after the awarding of an "F" grade. The faculty member's approval is required for revising and awarding an "F" to "W".
- Dr. Scriven presented a revised "F" to "W" form. By concensus, the last sentence under Past Quarter (s) at the top of the form was deleted and a line requesting the student's major was added prior to adoption.

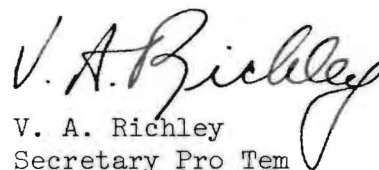
APPROVED 1/10/84

He also presented a Faculty Recommendation form for use with the "F" to "W" petition. This was also adopted with a slight modification requesting an explanation of why the faculty member objects or does not object to the approval of the petition. Provost Gillis will review these forms with Dr. Shipka prior to implementation.

- B. Recommendations for Winter Quarter 84 commencement speaker were requested. Several were mentioned, search will continue.

IV. NEW BUSINESS

- A. Dana School of Music will submit a proposal to OBOR's Eminent Scholar program.
- B. The Bookstore policy for Limited Service Faculty will be clarified.
- C. H.B. 291 requires either bidding or state approval of items over \$10,000 or of several items collectively exceeding \$10,000. James Miller is studying further H.B. 291 implications.
- D. Fall 1983 enrollment reports have been distributed. Freshmen are down, sophomores, juniors and seniors are up.
- E. Dr. Hotchkiss announced the development of an interdisciplinary Master of Health Services program.
- F. A Distinguished Citizen award is to be made in June 1984. A commemorative booklet is being planned. It was suggested that the booklet be useful as an informational tool and have an adult student trust.
- G. Provost Gillis distributed a draft report for the November 18, 1983, Board of Trustees' Meeting.


V. A. Richley
Secretary Pro Tem