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JUN 14 1977

DR. EARL E. EDGAR
VICE PRESIDENT
FOR ACADEMIC AFFAIRS

MINUTES
ACADEMIC SENATE
June 3, 1977

• Carl Edgar
• U. P. Academic

ATTENDANCE: (See attached attendance roster.) The attendance roster for the May 20 meeting is also attached.

The meeting was called to order at 4:05 by Dr. Jean Kelty, chairperson of the Senate.

MINUTES OF MAY 20 MEETING

The approval of the minutes of the May 20 meeting were delayed until the first meeting in the Fall.

COMMITTEE REPORTS

Charter and ByLaws Committee - Dr. Ameduri reported.

The committee has completed its work for the year. The names of faculty members were submitted to President Coffelt for consideration to serve on Administrative Boards and Advisory Committees for the 1977-78 academic year. (Report attached to minutes.)

Mr. William Binning has resigned from the Computer Committee. Mr. Ramaswami Dandipani was elected to fill the vacancy. Mr. Les Bartholow has resigned from the Honors Committee. He will have to be replaced.

Elections and Balloting Committee - Dr. Secrist reported.

The results of the elections were as follows:

Dr. Jean Kelty - Chairperson of the Senate
Dr. Donald Hovey - Vice Chairman

Charter and ByLaws

Dr. Ikram Khawaja
Dr. Janet Del Bene
Mr. Terry Deiderick

Alternate: Dr. Agnes Smith

Honors Committee - Dr. Altinger reported.

They are making recommendations without motions that the 21 hour requirement be kept among the 3 departments since there are currently 91 hours of honors courses on the books, spread through 5 departments. The committee is recommending that the Honors Seminar follow the same procedure currently on the books and that department Honors courses be sent from the Curriculum Committee to the chairman

of the Honors Committee to select students and investigate why it is an honors course. The committee is going to select courses from the catalog that they feel should be offered as honors courses and contact teachers to encourage them to list them as such. They will also work on a publicity campaign to solicit students for the honors program.

UNFINISHED BUSINESS

Computer Committee

Motion 2

Passed

That the University Senate request that a procedure be developed that will clearly define the method by which policy is made regarding computer usage; such policy to include a statement requiring academic input and a mechanism for adjudicating unresolved issues. }

Dr. Sturm moved Motion 2. Motion received a second.

Q. Why is there a motion and a memo dated 4/1/77 from Dr. Jonas requesting the Computer Committee to do this?

A. Dr. Jonas has not asked the Computer Committee to take on this task.

Question called. Motion carried.

Educational Media Committee

767-15 No motion required. No questions raised.

Individualized Curriculum Program

767-13 No motion required. No questions raised.

Research Committee

767-16 No motion required. No questions raised.

NEW BUSINESS - None.

ADJOURNMENT - Dr. Largent moved that the meeting be adjourned. Seconded. Meeting adjourned at 4:15.

Respectfully submitted,

Virginia Phillips
Senate Secretary

*advisory to
Avt of Planning
Section for def.*

- 1) Who makes policy
- 2) How does academic input occur
- 3) adjudication of differences of that input and when there are differences.



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

The School of Education

REPORT TO THE ACADEMIC SENATE June 3, 1977

From: Dr. Robert A. Ameduri Robert A. Ameduri
Chairman of the Senate Executive Committee

1. Mr. William Binning resigned from the Computer Committee, his letter of resignation was submitted to the Senate Executive Committee on May 23, 1977. Mr. Ramaswami Dandapani was elected to fill this vacancy by the Senate Executive Committee at their May 23, 1977 meeting. (see minutes of May 23, 1977).

2. The names of the following faculty members were submitted to President Coffelt, c.c. Dean McBriarty, for consideration to serve on Administrative Boards and Advisory Committees for the 1977-78 academic year.

Residence Classification Board

Larry Harris Anne Scheetz

Student Discipline Board

Joseph Babisch Paul Liber
Richard W. Jones Gloria Tribble
Wayne Kearns Larry Viehmeyer

Traffic & Parking Viol. Bd.

Paul Bellini

Affirmative Action Committee

Sylvia Bosse Gratia Murphy
Lois Hopkins

Alumni Affairs Committee

Melvin Mamula Robert Sorekach
Anne Schafer

Athletic Council Committee

Dan DiEwardo Anthony Stocks
James Douglass

Controlled Materials Committee

Ed Bishop Leslie Szirmay
Friedrich Koknat

Human Subjects Research Committee

Frank Castroneva Sanford Hotchkiss
Lawrence DiRusse Ronald Richards
Aili Hakejarvi John Yemma

Physical Facilities & Safety Com.

Ralph Crum Earl Eminhizer
Frank D'Isa William Flad

Presidential Advisory Committee

John Cernica Dan Fantauzzi
Joan DiGiulio Sally Hotchkiss
Les Demonkos Frank Seibold

Special Events Committee

Ranger Curran Jon Naberezny
Barbara Engelhardt Sid Roberts
Glorianne Leck Mike Walusis

Student Publications Committee

John Buoni George Levitsky
Ted Chrobak John Masen
Tom Copeland

University Relations Committee

Virgil Lang Virginia Shale

Data Services Committee

Ramaswami Dandapani Gerald Smolen
Ray Kramer

Degree Review Committee

Dean Hoops John White
Mark Walker

YOUNGSTOWN STATE UNIVERSITY
ADMINISTRATIVE BOARDS AND ADVISORY COMMITTEES
FOR 1976-77

Administrative Boards and Advisory Committees are listed in alphabetical order below. Administrative "Boards" are established to provide a means of reviewing decisions of an administrator. The Board may uphold, modify, or reverse such decisions after review. There are four such Boards: (1) Residence Classifications; (2) Student Disciplinary; (3) Traffic and Parking Violations; and (4) University Appeals.

Administrative "Advisory Committees", on the other hand, are established to serve in an advisory capacity to an administrative office. As such, administrative regulations can be reviewed prior to their implementation or operating policies can be reviewed for possible revision.

1. Appointment

All appointments to administrative boards and advisory committees are made by the President from a list of names of persons recommended by administrative, faculty, staff, and student bodies. Such appointments will be for one year provided that the individual maintains his/her status at the time of appointment (e.g., full-service faculty).

A. Administrative Members

The administrative officer to whom a board or committee reports shall recommend the names of administrative personnel for committee assignment, and shall be consulted in the selection of a chairperson.

B. Faculty Members

The Senate Executive Committee shall submit names of faculty members to serve on each of the administrative boards and advisory committees. These names will be submitted to the President by May 30 of each year.

C. Student Members

In most instances administrative boards and advisory committees will include members of the YSU student body. In an effort to make student membership as representative as possible, the following guidelines will be followed:

1. Any student enrolled in 8 or more quarter hours and in good academic standing may hold Board or Committee appointments.
2. A student may not serve on more than two boards or committees at the same time.

3. When there are two or more students on a board or committee, only one may be a member of Student Council, unless otherwise specified in the board or committee description.
4. Every effort should be made to have all Schools (Colleges) of the University represented on the boards and committees. Therefore, when the number of students is less than seven, no more than one should come from a single School (College).
5. Names of students to serve on boards and committees will be submitted through the Dean of Student Affairs from a list made and ratified by the Student Council in a formal meeting. These names will be submitted by May 30 of each year.
6. The Dean of Student Affairs will assume responsibility for confirming eligibility of students nominated.

II. Chairperson

Chairperson of all administrative boards and advisory committees are appointed by the President. A student shall not serve as Chairperson or Temporary Chairperson of any administrative board or advisory committee.

III. Committee Quorum

A quorum shall consist of the majority of the members of the committee unless otherwise specified below.

IV. Operation During Summer

In principle, it is the expectation that most boards and advisory committees will not be operating during summer months. Some, however, will have responsibilities that require action during this period. When provisions must be made for limited operation during the summer, the chairperson will convene as many members of the board or committee serving the preceding year as are possible.

The incumbent chairperson will continue to serve during the summer session. If the incumbent is not available, a temporary chairperson shall be appointed from among those faculty and administrative members who are available. The appointment will be made by the President in consultation with the appropriate administrative officer.

Administrative and faculty members who are employed directly for the summer sessions will serve on the board or committee. Faculty members under contract for fall may serve during the summer session if they are available and are willing to participate. Student members must have been enrolled for at least 8 quarter hours during the preceding spring quarter and be enrolled for at least one course during the summer session or be pre-enrolled for the fall quarter.

Quorum requirements may be reduced for summer operations. If the number of members available is below one third, or less than four, whichever is greater, additional faculty ad hoc appointments to reach this minimum number shall be made by the President. In an effort to assure representation on the board or committee an officer of student government or student council and the Dean of Student Affairs jointly make ad hoc student appointments.

V. Additional Information

The President of the University is an ex-officio member of all boards and committees and shall receive a copy of the approved minutes of all boards and committee meetings.

ADMINISTRATIVE BOARDS

RESIDENCE CLASSIFICATION BOARD: Receive and hear all appeals on residence classification for tuition purposes made by the admissions director.

MEMBERSHIP INLCUDES:

one faculty (with a law background)	Joseph Lucas
one student	Frank Santonocito (T & C C)

Ex-Officio members:

Dean of Admissions & Records	James A Scriven
Director of Business Operations	Tom H. Martindale, CHAIRPERSON
Vice President for Administrative Affairs	Karl E. Krill

STUDENT DISCIPLINE BOARD: review, hear, and act upon cases which involve violation of the Code of Student Rights, Responsibilities, and Conduct: recommend procedures and policy for the disposition of such disciplinary cases; advise the Dean of Student Affairs in general disciplinary matters. (Six (6) undergraduate students according to Rule of Distribution by schools to include three (3) from Student Council.) Quorum requirements established by Board with approval of Dean of Student Affairs.

MEMBERSHIP INCLUDES:

four faculty	Robert Secrest Frank Evans Terrence Shidel, CHAIRPERSON Mary Guterba
six students	Sue Abernathy (Educ) Ray Ervin (Engr) Richard Broda (T&CC) Chris Andonian (Bus) Camillo Cotelessee (A&S) Linda Hayes (F&PA)
one member from division of student affairs	K. J. Satrum
Ex-Officio member: (without vote)	
Disciplinary officer	

Administrative Boards (Continued)

STUDENT DISCIPLINE APPEALS BOARD: hear appeals from actions of the Student Discipline Board.

MEMBERSHIP INCLUDES: (Ex-Officio)

Chairperson of Executive Committee of
the Academic Senate
Chairperson of Student Council
Vice President for Administrative Affairs

Karl E. Krill, CHAIRPERSON

TRAFFIC AND VIOLATIONS BOARD: hear and render decisions* on appeals related to violations of University Traffic and Parking Regulations.

MEMBERSHIP INCLUDES:

one faculty

John Collins

one classified personnel

Joseph E. Scott

two students

Roy Burd (Educ)
Deborah Grimm (T&CC)

Ex-Officio members

Director of Business Operations
Parking Supervisor

Tom H. Martindale
Don Minnis, CHAIRPERSON

* The decision of this Board shall be the final campus authority.

ADVISORY COMMITTEES

AFFIRMATIVE ACTION COMMITTEE: (Advisory to the Affirmative Action Officer):
 keep abreast of changes in Federal and State laws and guidelines affecting affirmative action; keep informed about the operation of affirmative action nationally, state-wide, and on the campus; make periodic reports to the president, through the Affirmative Action Officer, on the effectiveness of the Y.S.U. program and its degree of acceptance by those concerned.

MEMBERSHIP INCLUDES:

two faculty	Gus Mavrigan, CHAIRPERSON
two classified personnel	Marjorie Greenberger Earnest White
two students	Chris Cline (F&PA) Edward Twyman (A&S)
four administrators	Taylor Alderman Dennis Clouse Glorianne Leck Robert Peterson

ALUMNI AFFAIRS COMMITTEE: (Advisory to Special Assistant to the President):
 assist in the development of a viable Alumni Association; serve in advisory capacity on relations between the University and its Alumni.

MEMBERSHIP INCLUDES:

two faculty	George Beelen Marilyn Biles
two students	Charles Kershaw (A&S)
one classified personnel	Kathleen M. Anderson
three administrators	Richard Glunt Lawrence E. Looby Barbara Scott
two alumni	Paul Dutton, CHAIRPERSON

Advisory Committees (continued)

CONTROLLED MATERIALS COMMITTEE: (Advisory to Vice President for Administrative Affairs): recommend policies and procedures for control and security of any sensitive materials such as classified documents, drugs, and radioactive materials; advise on the effectiveness of the implementation of control measures.

MEMBERSHIP INCLUDES:

two faculty

William Moorehead, CHAIRPERSON
Anthony Sobota

one student

three administrators

Paul Cress
James Miller
Leon Rand

DATA SERVICES COMMITTEE: (Advisory to Vice President for Administrative Affairs): review plans and make recommendations on priorities relative to administrative data services, including the evaluation of institutional data needs and computer hardware and systems.

MEMBERSHIP INCLUDES:

two faculty

Janet DelBene, CHAIRPERSON

one representative from Academic
Senate Computer Committee

nine administrators

Taylor Alderman
Richard Glunt
Ronald Jonas
Tom H. Martindale
Raymond D. Orlando
Richard J. Owen
James A. Scriven
Charles McBriarty
Lawrence E. Looby

DEGREE REVIEW COMMITTEE: (Advisory to Vice President for Academic Affairs): to implement written policy and administrative procedures on the recognition of degrees and listing thereof in University publications.

MEMBERSHIP INCLUDES:

one faculty

Leslie Dmonkos

five administrators (Ex-Officio)

Asst Vice President for Academic Affairs
Dean of Admissions & Records
Director of Faculty Personnel
Chairman, Dept. of Foreign Language
Dean of Graduate School

Taylor Alderman, CHAIRPERSON
James A. Scriven

Christine Dykema
Leon Rand

HUMAN SUBJECTS RESEARCH COMMITTEE: (Advisory to Graduate Dean): develop policies and procedures and assure that the rights and welfare of human subjects are adequately protected in any research or related activity which departs from the application of established and accepted methods or which increase the ordinary risks of daily life; assure the Dean of Graduate Studies and Research that all proposals involving human subjects give adequate protection to those subjects; develop procedures for timely and continuous review of all University projects involving human subjects.

MEMBERSHIP INCLUDES:

five faculty	Dale Fishbeck Lawrence Haims Sally Hotchkiss, CHAIRPERSON L. Anthony Whitney Richard Bennett
one student	David Sanders, (T&CC)
two off-campus	Morris Abromovitz Joseph Edwards
one administrator	George E. Letchworth

PHYSICAL FACILITIES AND SAFETY COMMITTEE: (Advisory to Vice President for Administrative Affairs): be advisory on management, control, use, and coordination of University physical facilities; promote health and safety programs, and bring to the attention of the Administration those matters considered detrimental to health and safety; examine problems faced by physically and emotionally handicapped persons at the University and recommend solutions to those problems; consider the effects of campus operations and procedures on environment and bring to the attention of the Administration those matters that constitute environmental problems.

MEMBERSHIP INCLUDES:

three faculty	Thomas Dobbelstein Earl Eminhizer Cynthia Loehr, CHAIRPERSON
two students	Samuel Fuller (T&CC) Cheryl Rice (A&S)
six administrators	William Convery Paul Cress Phil Hirsch Nick Leonelli Mary Murphy Raymond D. Orlando

Advisory Committees (Continued)

PUBLIC CEREMONIAL COMMITTEE: (Advisory to Special Assistant to the President):
to administer and arrange for public ceremonials, including Commencement,
building dedications, and similar functions.

MEMBERSHIP INCLUDES:

one student

seven administrators

Patricia Bleidt
Bernice Brownlee
Russell James
William McGraw
Raymond D. Orlando
Barbara Scott, CHAIRPERSON
Philip A. Snyder

SENATE-ADMINISTRATION LIAISON COMMITTEE: (Advisory to the President): maintain
liaison and communication with all Senate Committees; be advisory to the
President in assessment of the implications of Academic Senate Committee
consideration, including the appointment of ad hoc Administrative Committees
to conduct studies necessary to this assessment.

MEMBERSHIP INCLUDES:

ten administrators

Robert E. Arnold
Donald W. Byo
Earl E. Edgar, CHAIRPERSON
Richard Glunt
Charles McBriarty
Nicholas Paraska
Virginia K. Phillips
James A. Scriven
Bernard J. Yozwiak

SPECIAL EVENTS COMMITTEE: (Avisory to Vice President for Academic Affairs):
plan a program of extra-curricular lectures and other special events of
educational value including the Skeggs Lectures and Artist Lecture Series;
consider requests for departmental lectures; work with the Dean of Student
Affairs in completing the specific arrangements such as lecture hall, press
conferences, receptions, hotel and transportation reservations, contracts,
and publicity.

MEMBERSHIP INCLUDES:

four faculty

Gail Hedrick
Charles Smith
Sidney Roberts, CHAIRPERSON
Warren Young

four students

Kevin Durkin (A&S)
Sharon Jarrett (Ed)
Evelyn Toles (F&PA)
Diane Walusis (A&S)

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SPECIAL EVENTS COMMITTEE: (Continued)

three administrators

C. David Bertelsen
Thomas Kuchinka
Barbara Scott

STUDENT PUBLICATIONS COMMITTEE: (Advisory to the Dean of Student Affairs):

recommend policy respecting student publications; act in an advisory capacity to Dean of Student Affairs in the appointment of editors and administrative staff to student publications, the review of budget requests and the allocation of funds, and other matters related to student publications directly funded by the University.

MEMBERSHIP INCLUDES:

three faculty

Lawrence Davis
Margarita Metzger
John Wilkinson

six students

Robert Gwin (Bus)
Alan Simmons (Ed)
Sue Abernathy (Ed)

Roger Hack (Bus)
Edward Jennings (A&S)

two administrators

Taylor Alderman, CHAIRPERSON
Barbara Brothers

UNIVERSITY RELATIONS COMMITTEE: (Advisory to Special Assistant to the President):

serve in advisory capacity on University Relations, including the recommending of new policies and changes in existing policies and practices.

MEMBERSHIP INCLUDES:

one faculty

Melvin Mamula

two students

Jon Steen (Bus)
Robert O'Mara (Bus)

four administrators

Paul Amodio
Patricia Bleidt
Philip A. Snyder
Harold Yiannaki, CHAIRPERSON

one off-campus

Dick James

UPDATE

1976-1977 ACADEMIC SENATE APPOINTED COMMITTEE MEMBERSHIP

ACADEMIC AFFAIRS

CH. D. Quinby, Psychology
I. Khawaja, Geology
P. Baldino, Found. of Educ.
D. Scott, Elementary Ed.
D. Vogel, Music
A. Hakojarvi, Home Ec.
R. Shuster, Management
S. Skarote, Engineering
E. Edgar, V.P. Administrative
J. Scriven, Admissions

ACADEMIC EVENTS

CH. S. Barger, Mathematics
E. Foldvary, Chemistry
G. Owens, Bus. Ed. & Tech.
J. Turk, Music
C. Reid, Philosophy
G. Hedrick, Nursing
R. Kramer, Elec. Engineering
M. Slavin, History
D. Byo, Music
B. Brownlee, Rec. Off.

COMPUTER COMMITTEE

CH. - N. Sturm, Biology
E. Santos, Mathematics
C. Lovas, Mech. Engineering
W. Driscoll, Indus. Engr.
B. Engelhardt, Nursing
L. Bartholow, Home. Econ.
F. Feitler, Education
A. Dastoli, Management
R. Jonas, Dir. of Planning
W. Prince, Stdt. Data Services
B. Erych, Student
J. Biviano, Student

CONTINUING EDUCATION

CH. H. Cox, Marketing
J. Morrison, Psychology
J. Poggione, Mathematics
M. Walton, Bus. Ed. & Tech.
J. Feldmiller, Home Ec.
J. Beckett, Found. of Educ.
J. Naberezny, Art
S. Throop, Elem. Educ.

CURRICULUM COMMITTEE

R. Krause, Psychology
L. Esterly, Political Science
P. Munroe, Elec. Engineering
J. Steele, Elem. Educ.
M. Braden, Elem. Educ.
C. Swank, Criminal Justice
CH. D. Robinson, Speech
J. Grim, Accounting & Finance
T. Alderman, Asst. V.P.
H. Yiannaki, Registrar
V. Ahlswede, Student
R. Zitello, Student

EDUCATIONAL MEDIA

M. Loud, Foreign Languages
B. Wright, H & PE
W. Nichols, Elem. Educ.
F. Morris, Mech. Engineering
F. Seibold, Advertising
J. Petrek, Mech. Engr.
CH. D. Kennedy, Nursing
W. Orr, Music

LIBRARY COMMITTEE

J. Anton, Geography
C. Chuey, Biology
CH. - J. Houck, English
M. Horvath, Home Ec.
R. Richards, Guidance & Couns.
J. Babisch, Art
M. Siman, Elec. Engineering
E. Sekeres, Adv. & Pub. Rel.
T. Alderman, Asst. V.P.
R. Owen, Library

RESEARCH COMMITTEE

G. Dobbert, Soc. & Anthro.
F. Koknat, Chemistry
CH. S. Ahmed, Mat. Sci. Engineering
J. Devletian, Mat. Sci. Engr.
D. Starkey, Music
D. Watkins, Educ. Found.
J. Conser, Crim. Justice
J. Zerts, Accounting
L. Rand, Graduate School
P. Syring,

STUDENT AFFAIRS COMMITTEE

- P. Dalbec, Physics
- P. Huang, History
- CH. E. Cobett, Second. Ed.
- J. Ritter, Engineering
- E. Pellegrini, Music
- A. Dapolito, Nursing
- E. T. Deiderick, Marketing
- J. Bakos, Civil Engr.
- C. McBriarty, Student Affairs
- J. Wales, Financial Aids
- J. Lemme, Student
- W. Yeaton, Student
- C. Strouse, Student
- E. Cobett, Sec. Ed.

EXECUTIVE COMMITTEE

- D. Hovey, Bus. Admin.
- CH. R. Ameduri, Educ.
- V. Phillips, Bus. Ed. & Tech.
- T. Slawecki, Engineering
- A. Spiro, Fine Arts
- L. Esterly, A & S
- D. McGraw, Admin.

CHARTER AND BYLAWS COMMITTEE

- F. Blue, History
- R. Dalbec, Physics & Astronomy
- CH. R. Hahn, Economics
- E. Cobett, Sec. Ed.
- H. Cox, Marketing
- R. Jones, Chem. Engr.

ELECTIONS AND BALLOTING COMMITTEE

- CH. R. Secrist, English 747-3624
- M. Kohn, Management
- P. Baldino, Found. of Educ.
- S. Skarote, Engineering
- D. Funk, Music
- G. Pilcher, Crim. Justice