

RECEIVED

JUN 16 1978

DR. EARL E. EDGAR
VICE PRESIDENT
FOR ACADEMIC AFFAIRS

Earl Edgar
V.P., Academic

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MINUTES
ACADEMIC SENATE
May 26, 1978

ATTENDANCE: (See attached attendance roster.)

The meeting was called to order at 4:05 by Dr. Jean Kelty, chairperson of the 77-78 Academic Senate.

APPROVAL OF THE ACTION OF MAY 19, 1978 BY THOSE SENATORS PRESENT, ACTING AS A COMMITTEE OF THE WHOLE

Dr. Kelty announced that at the May 19, 1978 meeting, there was no quorum. Those present declared themselves to be a Committee of the Whole and at that time took nominations for chairperson of the Senate and for the vacancies to the Charter and ByLaws Committee. The Elections and Balloting Committee then sent out nominating ballots to the senators not including the names of those nominated at the May 19, 1978 meeting, asking for further nominations. Other nominations were submitted and today the final ballots went out to the members of the Academic Senate. Dr. Kelty then asked for a motion to validate the action of the committee of the whole taken at the May 19, 1978 meeting.

Motion to validate action of Committee of the Whole

Carried

Dr. Beelen moved to validate the action taken on May 19, 1978 by the Committee of the Whole. Second by Dr. Davis. Motion carried.

APPROVAL OF MINUTES OF APRIL 7, 1978 SENATE MEETING

There being no additions or corrections, the minutes were approved as submitted.

APPROVAL OF MINUTES OF MAY 5, 1978 SENATE MEETING

There being no additions or corrections, the minutes were approved as submitted.

REPORTS OF SENATE COMMITTEES

Charter and ByLaws Committee - Dr. Khawaja reported in place of the chairman, Dr. Cox. Dr. Dandipani from the Computer Committee represented that committee to answer questions. Dr. Khawaja said that the proposal is the result of input from the University Computer Committee and Vice President Edgar. The Charter and ByLaws Committee did not want to establish a precedent by creating an inactive committee.

Q. Part of the May 2, 1978 Senate recommendation was to establish a review process. This report is mute to that question. Was it considered?

A. Since the University Computer Committee sits on the new committee, that committee can provide an evaluation to the Senate.

Motion to approve report from Charter and ByLaws Committee to Computer Committee

Withdrawn

Dr. Khawaja moved to accept the report as submitted in the May 19, 1978 agenda. Motion received a second.

Motion to amend to establish review process

Ruled out of order

Dr. Feitler moved to amend the submitted report by adding

"One year from the date of appointment of the Joint Computer Committee, a review will be conducted by: The President of the Senate, the President of the University, the Vice President for Academic Affairs, the Director of the Computer Center, and a faculty person designated by the Faculty members serving on the joint committee. From this review, a report will be made to the Senate recommending that the Senate Computer Committee be reactivated or dropped from the Charter."

After discussion noting that the amendment was not related to the motion, that the Charter and ByLaws Committee felt that the Senate Computer Committee could exist on paper during the interim period, that the resolution passed at the May 5, 1978 Senate meeting stipulated the faculty membership of the joint committee would be appointed in the same manner as other Senate committees and that the Charter and ByLaws did not intend that a vote be taken on the submitted report, the amendment made by Dr. Feitler was ruled out of order.

Dr. Khawaja then withdrew his motion. It was noted that there was a difference between the Senate Computer Committee membership (8) and the faculty members of the Joint Computer Committee (6) which needed to be resolved. It was indicated that six of the eight members of the Senate Computer Committee would be appointed to the Joint Computer Committee.

Motion to establish an evaluation procedure for the Joint Computer Committee

Carried

Dr. Feitler then moved as a motion his earlier amendment. Dr. Alderman seconded the motion.

Divided

Motion to approve Charter revisions as submitted in the May 19, 1978 agenda

After noting that the proposed change was an attempt to expand and clarify the ByLaws language in regard to the Elections and Balloting procedures, Dr. Khawaja moved to approve the changes in ByLaws two and seven as proposed in the circulated agenda. Second by Dr. Koknat. Dr. Kohn then discussed a passout circulated as senators arrived at the meeting (attached) indicating the reasons the Elections and Balloting Committee objected to the proposed changes.

Motion to return the proposed changes to the Charter and ByLaws Committee

Defeated

Noting that it would be difficult to amend the proposal of the Senate floor, Dr. Yozwiak moved to return the proposal to the Charter and ByLaws Committee for revision. Second by Dr. Beelen.

Dr. Davis stated he was against the sending the proposal back until it had been discussed. It was noted that Dr. Khawaja could answer questions raised by the circulated objections (attached) of the Elections and Balloting Committee.

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Dr. Khawaja responded that the proposal was presented because the Senate thought the present policies and procedures were not those intended. The chairman of the Elections and Balloting Committee appeared at two Charter and ByLaws meetings. Other members of the Elections and Balloting Committee were invited to attend. Specific responses to objections were: 1a - a majority is a valid principle to support. Reduction in workload of a committee should not be a consideration.

1b - Time commitments and other reasons might inhibit participation if individuals indicated "willingness to serve." "If clause" gives latitude for running elections.

1c - An individual serving as counter for an election in which he/she was a nominee could put the individual in a compromising situation. The Elections and Balloting Committee has evolved into six subcommittees and that was not the original intent of the Charter. If the committee acted as a committee of the whole, there would be no problem in securing individuals to tally election results.

3b - Alphabetizing is the easiest method to defend.

Question on the motion to send back to committee called. Motion defeated.

Motion for Division of Question

Carried

Dean Sutton moved for a division of the question. Second by Dr. Hotchkiss. Motion carried.

Motion to approve change in ByLaw 2, Section 1(a)

Defeated

Dr. Khawaja moved to approve the change in ByLaw 2, Section 1(a). A second was received.

A lengthy discussion followed. Points raised included: 1(a) and 1(b) should be considered together, would it always be possible to secure twice as many nominees as those to elect, the run-off procedure is not clear, the definition of majority is unclear.

The Parliamentarian, Professor Dykema, read the definition of "majority" as found in Roberts' Rules of Order. "One more than one-half the votes legally cast."

Motion to amend to substitute "plurality" for "majority"

Ruled out of order

It was moved to amend the motion by substituting "plurality" for "majority". The motion was ruled out of order.

Call for question on the motion. Motion defeated.

Motion to return proposed change in ByLaw 2, Section 1(a) back to Charter and ByLaws Committee

Carried

Dr. Koknat moved to refer the proposed change in ByLaw 2, Section 1(a) back to the Charter and ByLaws Committee. Motion received a second. Call for question. Motion carried.

Motion to table remaining items on the proposed Charter Changes

Carried

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Dean Sutton moved to table the remaining items on the circulated proposal until the report is received from the Charter and ByLaws Committee regarding ByLaw 2, Section 1(a). Second by Dean Moore. Call for question. Motion carried.

Loss of quorum

At this point, the secretary noted the loss of a quorum.

ATTENDANCE
UNIVERSITY SENATE

ARTS AND SCIENCES

Everett Abram E. Abram
 George Beelen George D. Beelen
 Frederick Bipe _____
 Dean Brown Dean Brown
 Irwin Cohen _____
 Janet DeBene _____
 Gary Fry Gary Fry
 George Haushalter _____
 Sally Hotchkiss Sally Hotchkiss
 James Houck James Houck
 William Jenkins William Jenkins
 Jean Kelty Jean Kelty
 Ikram Khawaja Ikram Khawaja
 Friedrich Koknat Friedrich Koknat
 Leon Laitman _____
 Brendan Minogue Brendan Minogue
 Gratia Murphy Gratia Murphy
 Esther Niemi _____
 Joan Philipp Joan C. Philipp
 Sidney Roberts _____
 William Shipman _____
 Charles Singler _____
 Elizabeth Staudt Elizabeth Staudt
 Christopher Sweeney _____
 Ronald Tabak Ronald Tabak
 Allen Viehmeyer Allen Viehmeyer
 Warren Young Warren Young
 David McKeen (Hon.) _____

BUSINESS ADMINISTRATION

Ranger Curran _____
 Terry Deiderick _____
 William Flad Wm. S. Flad
 Inez Gross Inez Gross
 Donald Hovey _____
 Mervin Kohn Mervin Kohn
 Donald Mathews _____
 William Petrych _____
 Raymond Shuster Raymond Shuster

SCHOOL OF EDUCATION

Robert Ameduri R. Ameduri
 Robert DiGiulio _____
 Fred Feitler Fred Feitler
 Glorianne Leck _____
 Ronald Richards _____
 Charles Smith _____
 James Steele James Steele

SCHOOL OF ENGINEERING

Jack Bakos Jack Bakos
 Wade Driscoll Wade Driscoll
 Floyd Morris Floyd Morris
 Philip Munro Philip Munro
 John Ritter John Ritter
 Samuel Skarot Samuel Skarot
 Leslie Szirmai Leslie Szirmai

FINE AND PERFORMING ARTS

Donald Byo Donald Byo
 Darla Funk Darla Funk
 Elaine Juhasz Elaine Juhasz
 Joseph Lapinski Joseph Lapinski
 Edward Largent _____
 Daniel O'Neill _____
 David Robinson _____
 Michael Walusis _____
 Louis Zona _____

APPLIED SCIENCE AND TECHNOLOGY

William Barsch William Barsch
 Mary Beaubien Mary Beaubien
 Ronald Ciminero Ronald Ciminero
 James Conser _____
 Barbara Erickson Barbara Erickson
 Margaret Horvath Margaret Horvath
 Dorothy Kennedy Dorothy Kennedy
 Victor Richley _____
 Mary Sebestyen Mary Sebestyen
 Hilary Soller Hilary Soller

ADMINISTRATIVE

Taylor Alderman Taylor Alderman
 William Binning William Binning
 David Cliness _____
 Lawrence Cummings _____
 Earl Edgar Earl Edgar
 Charles McBriarty _____
 William McGraw William McGraw
 Robert Miller _____
 Arnold Moore Arnold Moore
 Nicholas Paraska Nicholas Paraska
 Leon Rand _____
 Edmund Salata _____
 James Scriven _____
 George Sutton George Sutton
 Bernard Yozwiak Bernard Yozwiak

STUDENT MEMBERS

Diane Bogan _____
 John Carano _____
 Carol Colburn _____
 Richard Curry _____
 Mark DeBucci _____
 Toni DiSalvo _____
 Valarie Hammond _____
 Anthony Koury _____
 John Murosko John Murosko
 Abidin Pakard _____
 Tim Pysher _____
 Jon Steen _____
 Alma Vinion _____

INTER-OFFICE CORRESPONDENCE

TO SenatorsDATE 23 May 1978FROM Robert H. Secrist, Chairman of the Elections and Balloting CommitteeSUBJECT Changes to Bylaws relative to Elections and Balloting Procedures

We consider ^{some of} the revisions in election and balloting procedures proposed by the Charter and Bylaws Committee in their memo of May 9 to be unfair, unworkable, and/or unnecessary - as follows:

- Section 1 (a) **UNWORKABLE** - In elections in large schools, in which several seats are at stake, it is virtually impossible to get majority votes - since there are so many different combinations of votes possible, and relatively few vote the maximum number.
UNNECESSARY - Even the President of the United States does not need a majority vote to be elected.
- (b) **UNNECESSARY** - I have long advocated a change in Bylaw 3, Section 4, by which candidates are chosen by elimination. The form now used for withdrawal from any or all elections should be made a declaration of candidacy, instead, by those who wish to be on the ballot(s). This most important change would make ballots shorter, eliminate unwilling candidates who neglect to withdraw - including those retiring or going on leave, obviate tedious checking and cross-checking of lists and rosters and contacting people to determine their willingness to serve, reduce the number of resignations, and provide both Senate and committees with people who really want to serve - thus minimizing the quorum problems that have been so prevalent. Furthermore, it would eliminate the necessity of a nominating ballot entirely, since all those interested - and only those interested - would be offered to the electorate. This is a most desirable change that we strongly recommend.
- (c) **UNWORKABLE** - It is often difficult to find people willing to count long, complex, and numerous ballots.
UNFAIR - It casts aspersions on the integrity of your colleagues.
UNNECESSARY - Anyone concerned could and should be invited to witness the tallying.
- Section 3 (b) **UNFAIR** - Alphabetizing gives undue advantage to those early in the alphabet - especially on a two-page ballot like that for Arts & Sciences, where it is not uncommon for up to 80% of the winners to come from the first half. Rotation or random methods would be fairer. (Shorter ballots, of course, would minimize the problem.)
UNNECESSARY - For four years I have used the one-envelope system - which saves a great deal of time, effort, and money, and is much more efficient for identifying signatures. Secrecy is maintained by shuffling the ballots after removal from the envelopes, but before unfolding. Here again anyone concerned could and should be invited to witness. It is noteworthy that the OEA has also found this system eminently satisfactory.

Thus, it is our strong recommendation that the proposals relevant to the above subsections be either amended accordingly or returned to committee for further consideration of these matters. We emphatically agree that elections and balloting procedures are in need of revision, but along lines that will make them more fair, effective and efficient.

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SENATE COMMITTEE APPOINTMENTS - 1978

<u>Appointment of:</u>	<u>Department</u>	<u>To Term Expiring in:</u>
<u>Academic Affairs</u>		
1. Louis Hill	Education	1980
2. Peter Baldino	Found.of Educ.	1981
3. Sam Skarote	Engineering	1979
4. Victor Richley	Engineering	1980
5. Bill Swan	Found.of Educ.	1979
6. Donald Hovey	Management	1981
7. David Quinby	Psychology	1979
8. Kathleen Kougl	Speech	1980
<u>Academic Events Committee</u>		
1. Jean Hassell	Home Economics	1981
2. Everette Abram	Geology	1981
3. Robert Fleming	Music	1981
4. Joan Boyd	CAST	1980
5. Bernard Winick	Management	1980
6. Margaret Braden	Education	1979
7. Samuel Barger	Math	1979
8. Bari Lateef	Criminal Justice	1979
<u>Computer Committee</u>		
1. Fred Feitler	Education	1979
2. Robert Sorokach	Industrial Engin.	1981
3. Murat Tanik	Engineering Tech.	1981
4. Anthony Dastoli	Management	1979
5. Ramaswami Dandapani	Math	1980
6. Earl E Minhizer	Philosophy	1980
7. Guido Dobbert	Sociology and Anthro.	1981
8. Edward Largent	Music	1980
<u>Continuing Education Committee</u>		
1. Keith McKean	Political Science	1981
2. Wade Driscoll	Engineering	1981
3. Frank Sarvello	Fine Arts	1981
4. Dorothy Kennedy	Nursing	1980
5. Gary Salvner	English	1980
6. Robert Lacich	Finance	1979
7. Eugene Barret	Health & PE	1979
8. Terry Deiderick	Marketing	1980
<u>Curriculum Committee</u>		
1. James Steele	Education	1979
2. Joseph Babisch	Art	1981
3. John Grim	Acct.&Finance	1979
4. William Jenkins	History	1980
5. Philip Munro	Engineering	1979
6. Staman Rodfong	Math	1981
7. Jack Bakos	Civil Engineering	1981
8. Calvin Swank	Criminal Justice	1979

(Senate Comm. Appointments, con't.)

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Educational Media Committee

	(dept.)	(term exp.)
1. Josephine Beckett	Found. of Educ.	1979
2. Frank Castronovo	Speech	1981
3. Mary Loud	Foreign Lang.	1979
4. Lawrence Cummings	Criminal Justice	1981
5. Eugene Sekeres	Adv. & PR	1981
6. Michael Householder	Engineering	1980
7. Stephen Graf	Psychology	1980
8. Thomas Copeland	English	1980

Library Committee

1. Dean Hoops	Education	1980
2. Barbara Englehardt	Nursing	1981
3. Floyd Morris	Mechanical Engin.	1981
4. James Houck	English	1979
5. John Turk	Fine Arts	1980
6. William Eichenberger	Political Science	1981
7. Phyllis Smith	Marketing	1980
8. Arthur Spiro	Music	1980

Research Committee

1. Dorothy Scott	Education	1980
2. Robert Rollin	Music	1981
3. Jack Devletian	Engineering	1979
4. John Yemma	Biological Sciences	1981
James Conser	Criminal Justice	1979
6. Lorraine Baird	English	1980
7. Richard Bee	Economics	1981
8. K.R.M. Rao	Management	1980

Student Affairs Committee

1. Clyde Vanaman	Education	1980
2. Anne Scheetz	Nursing	1981
3. Jack Ritter	Engineering	1979
4. Joseph Lapinski	Fine Arts	1980
5. Ralph Burkholder	Marketing	1980
6. Francis W. Smith	Chemistry	1981
7. Thomas Gay	English	1981
8. George Haushalter	Political Science	1980

Honors Committee

1. Joseph Altinger	Math	1979
2. David Cliness	Education	1981
3. Sidney Roberts	History	1979
4. Elaine Juhasz	Art	1981
5. Inez Gross	Acctg. & Finance	1980
6. James Poggione	Math	1980
7. James Baer	Nursing	1981
8. Ralph Crum	Engin. Technology	1980

ICP Committee

	(Dept.)	(Term exp.)
1. Bob Ameduri	Education	1979
2. Ahalya Krishnan	Psychology	1981
3. Raymond Shuster	Management	1981
4. Mary Beaubien	Home Economics	1981
5. Matthew Siman	Electrical Engin.	1980
6. Earl Harris	Geology	1980
7. Jagdish Mehra	Economics	1980
8. Walter Mayhall	Music	1979

Student Grievance Committee

1. Brendan Minogue	Philosophy	1981
2. Robert Di Giulio	Education	1979
3. John Kearns	Industrial Engin.	1979
4. Robert Stanko	Criminal Justice	1981
5. Robert Wolanin	Management	1979
6. Alfred Owens	Speech	1980

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Administrative Boards and Advisory Committees
(one year only)

"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."

The following list is of those presently serving:

- Resident Classification Board: Joseph Lucas, Ilajean Feldmiller (alt.)
- Student Discipline Board: Dale Fishbeck, Gloria Tribble, Virginia Phillips, Donald Vogel, Gil Atkinson (alt.)
- Traffic & Parking Violations Board: Peggy Potts, Irfan Khan (alt.)
- Affirmative Action Committee: Elizabeth Metzger, Margaret Horvath, Sara Throop (alt.)
- Athletic Council: Taghi Kermani, Frank W. Smith, Frank Tarantine (alt.)
- Controlled Materials Committee: James Toepfer, Ronald Ciminero, Ronald Tabak (alt.)
- Degree Review Committee: Peter VonOstwalden, Theodosius Demen (alt.)
- Human Subjects Research Committee: *Sanford*
~~R.~~ Hotchkiss, Aili Hakojarvi, Pietro Pascale, Dean Roussos, Anthony Sobota, Anthony Whitney (alt.)
- Physical Facilities and Safety Committee: *Frank O. Goad*
Dorothy Hille, Steven Gardner, William Barsch (alt.)
- Special Lectures Committee: Gail Hedrick, Virginia Hare, Marilyn Solak, Wendell Orr, James Daly (alt.)
- Student Publications Committee: John Wilkinson, William Flad, Barbara Brothers, Renee Linkhorn (alt.)
- University Relations Committee: Edwin Bishop, William Nichols (alt.)
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- Kilcawley Board: Jim Ronda (term expiring in 1979)
Elaine Juhasz (term expiring in 1980)
Paul Bellini (term expiring in 1981)

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 5-17-78

Report Number (For Senate Use Only)

778-31
5-17-78

Name of Committee Submitting Report University Curriculum Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) Appointed charter

Names of Committee members: Dr. Margaret Braden, John Grim, Dr. William Jenkins, Roger Krause, Dr. Ronald Jonas, Dr. Philip Munro, Dr. David Robinson, Dr. James Steele, Dr. Calvin Swank, Harold Yiannaki

Please write a brief summary of the report which the Committee is submitting to the Senate: (attach complete report) The University Curriculum Committee meets weekly on ~~Wednesdays~~ ^{mondays + 1} at 3 p.m. in the Buckeye Room of Kil. Hall. The attached course proposals have been considered by the Committee, and have been circulated in the prescribed manner and have been incorporated into the University inventory of courses.

Do you anticipate making a formal motion relative to the report? No

If so, state the motion: _____

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? Yes

Other relevant data: _____

James Steele
Chairman (please initial)

Home Economics 707 (Addition)
~~Marriage and Family Relations. Current aspects of family living; resources and environment; adjustments at various stages in the family cycle. Prerequisite: Psych 560. 4 q.h.~~

Home Economics 612 (Deletion)
Child Care I. The child, the home, and the day care center. A study of the day care center and how each aspect of its program relates to family relationships and the development of the child. 4 q.h.

Home Economics 512 (Addition)
Orientation to Day Care. Introduction to the role of the child care worker. Study of the professional role and interactions with other personnel; duties and responsibilities of staff members, each aspect of the day care center as it interfaces with family relationships and the development of the child. 4 q.h.

Home Economics 531 (Addition)
Infant and Toddler. Characteristics, nurture and growth of the infant from conception to age 2, with special attention to planned infant stimulation. 3 q.h.

Home Economics 532 (Addition)
Preschool Child Care. Exploring physical, intellectual and personality growth processes of the child from 2 to 5 years with special attention to basic needs of the preschool-age child. 3 q.h.

Home Economics 631 (Addition)
Parent Involvement. Child rearing techniques appropriate to teachers of very young children; planning experiences and activities with and for parents which will provide continuity of child care between home and center. 4 q.h.

Mathematics 500 (Change)
Elementary Algebra I. Operations with signed numbers; linear equations in one variable; polynomials; factoring; rational numbers and expressions. Intended for those with no working knowledge of algebra. Evaluated as one high school credit for the A.B. and B.S. degrees. A student taking this course must take an additional 4 quarter hours to complete the requirements for the degree. Grading for Math 500 will be CR/NE.

Mathematics 502 (Change)
• Elementary Algebra II. Linear equations and inequalities in one variable; graphing linear equations; systems of two linear equations; radicals and irrational numbers; quadratic equations. Prereq.: Mathematics 500 or permission of Mathematics Department Chairman. 5 q.h.

Mathematics 502I (Addition)
Intensive Elementary Algebra. A review course covering the material of 500 and 502 in one quarter. Credit will not be given for both 502 and 502I. Prereq.: One unit of high school algebra. 5 q.h.

Mathematics 504 (Addition)
Intermediate Algebra. Relations and functions with emphasis on graphing by algebraic techniques; exponential and logarithmic functions with graphs and applications; solution of higher degree polynomials; complex numbers. Other topics selected from; progressions, counting problems; determinants and linear systems, induction; binomial formula. Prereq.: One unit of high school geometry; Mathematics 502 or 502I or 1 1/2 units of high school algebra. 4 q.h.

Mathematics 570, 670, 770 (Change)

Applied Mathematics I, II, III. The elements of differential and integral calculus, with emphasis on applications. Analytical geometry, differentiation and integration techniques, series representations, and numerical methods. Introduction to differential equations, transform calculus, and Fourier analysis. This is a basic methods course particularly adapted for those who require applied topics in mathematics. It is not applicable toward the mathematics major. Prereq.: Mathematics 503 is required for 570. 570 is required for 670 and 670 is required for 770. 5 + 4 + 4 q.h.

Mathematics 714 (Change)

Probability and Statistics. A course in probability and statistics with applications. The course is intended for students of the liberal arts, business, and education who desire an introduction to the subject. Specific topics include description of sample data, probability, frequency distributions, sampling, estimation, testing hypotheses, correlation, and regression. Not applicable to the mathematics major. Prereq.: Two units high school algebra or Mathematics 502 or 502I. 5 q.h.

Engineering Technology 602 (Change)

Civil and Architectural Drafting. Practice in drafting associated with overall environmental designs such as land surveys, highways and plot plans. Architectural symbols for foundations and floor, wall and roof systems. Three hours lecture and three hours laboratory per week. Prereq.: ME 501. 4 q.h.

Engineering Technology 603 (Change)

Systems Drafting. A study of the basic principles and drafting techniques used to design and represent electrical and mechanical building systems. Three hours lecture and three hours laboratory per week. Prereq.: D&D 602. 4 q.h.

Home Economics 551 (Change)

Normal Nutrition I. The fundamentals of human nutrition as they apply to normal requirements. Study of the body's need for essential nutrients, the contribution of various food groups, the selection of an adequate diet, and the importance of diet in achieving and maintaining optimum health. Prereq.: Chemistry 501 or equivalent. 4 q.h.

Home Economics 603 (Change)

Diet Therapy. The purpose of diet therapy and the policies and procedures for diet modifications as delegated to a dietetic technician. Modified diet patterns in various types of group-care institutions are considered. Three hours of lecture and three hours supervised clinical experience each week. Prereq.: H.E. 551. 4 q.h.

Home Economics 609 (Change)

Food Systems-Planning and Operations. Study and practice of efficient work methods; activity analysis, planning, space and equipment arrangements for functional flow of work in food service departments. Three hours lecture and three hours supervised clinical laboratory each week. Prereq.: H.E. 601. 4 q.h.

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Home Economics 611 (Change)

Food Systems Production. Quantity food production principles; use and care of large equipment. Practical experience in quantity food production. Two hours of lecture and six hours of laboratory each week. Prereq.: Home Economics 601 and consent of instructor. 4 q.h.

Home Economics 620 (Change)

Food Systems-Menu Planning, Purchasing and Storage. Menu planning for dietary departments and factors affecting food purchasing policies, the budget, and cost control. Quantity food purchasing procedures, receiving and storage requirements and controls. Three hours lecture and three hours supervised clinical laboratory. Prereq.: H.E. 601 4 q.h.

Home Economics 627 (Change)

Practicum for Employed Food Service Worker. The role of management in food service including the importance of employee training, evaluation, and communication within the department. Prereq.: application filed with instructor one quarter prior to registration for the course. 2 q.h.

Home Economics 751 (Change)

Advanced Food Preparation. Advanced study of the interrelationship of principles used in food preparation in homes and institutions. Prereq.: H.E. 601 and 502 or 551. 4 q.h.

Home Economics 872 (Change)

Maternal and Child Nutrition. A study of fundamental nutritional needs of the mother and child at all stages of development with special emphasis on problems of prematurity and malnutrition in children. Indices of growth and development will be included with consideration for the individuality of the child. Prereq: Senior standing or consent of instructor. 4 q.h.

Labor Studies Technology 501 (Addition)

Introduction to Organized Labor. An overview of the Labor Studies program designed to introduce the student to the many facets of the Labor movement; growth of the working class, the industrial revolution, the development of unions. Cross-listed and identical with History 501. 4 q.h.

Labor Studies Technology 510 (Addition)

Union Leadership Skills. An introduction to basic leadership skills with emphasis on human relations, motivation, communication skills, decision-making, problem solving, parliamentary procedure. 4 q.h.

Labor Studies Technology 515 (Addition)

Labor Law. A preliminary study of the legal agencies of government as they relate to the labor movement. Federal and state labor law--statutory and common--and how it applies to unions, employees, and employers. Prereq.: LS 501. Cross-listed and identical with Econ. 515. 3 q.h.

Labor Studies Technology 530 (Addition)

Negotiations. Review of the background of collective bargaining; bargaining goals (union and management); legal basis; wages-prices-profits-productivity; preparation of collective bargaining proposals, responsibilities of the parties in the bargaining process; strike procedures in bargaining. Prereq: LS 515. Cross-listed and identical with Econ. 530. 4 q.h.

Labor Studies Technology 610 (Addition)

Administration of Unions. A general study of the characteristics of democratic leadership; jurisdictional lines, finances; administration (local, international, elections, constitutional conventions, membership); checks and balances; federations; political action. Prereq. or concurrent with LS 501 4 q.h.

Labor Studies Technology 620 (Addition)

Contract Administration. Study of contract content: fringe benefit areas and non-fringe areas of the contract; working conditions; training local union representatives to administer the contract; human relations at the workplace; fair representation; the grievance procedure and its function. Prereq: LS 520 4 q.h.

Labor Studies Technology 630 (Addition)

The Grievance Procedure. The grievance procedure as a part of collective bargaining; fair representation; skills required in grievance-handling; practice in grievance writing; arguing the case at lower, intermediate, and arbitration levels. Prereq.: LS 520 4 q.h.

Labor Studies Technology 640 (Addition)

Labor Studies Seminar. Study of selected issues and problems on the basis of interest and need. May be repeated for a maximum of 12 q.h. Prereq: or concurrent: LS 501. 1-4 q.h.

Biological Sciences 663 (Deletion)

Animal Structure and Function. Introduction to cellular basis of life and the biology of animals; energy metabolism, ultrastructure and function of cells, concept of tissues and organs, comparative description of anatomical and physiological adaptations of organ systems of animals to their environment. Intended for biology majors. Three hours lecture and one three-hour lab discussion period per week. Prereq: Biol 506, 507 and 508. 5 q.h.

Electrical Engineering 800 (Change)

Special Topics. Special topics, new developments in Electrical Engineering. Subject matter, special prerequisites, and credit hours to be announced in advance of each offering. May be repeated under different subject matter to a maximum of eight credit hours. Prereq: Senior standing in Electrical Engineering. 1-4 q.h.

Health and Physical Education 632 (Change)

Skin and Scuba Diving. Basic skin-diving with use of mask, fins, and snorkle. Scuba-diving skills with use of tank and regulator. Emphasis on diving physics, physiology, lifesaving, first aid, and safety skills related to skin and scuba diving. Two hours of lecture and two hours of lab. Prereq.: 400 yard swim within 15 minutes. 3 q.h.

Health and Physical Education 697 (Change)

Camping. A lecture-laboratory class examining the specific skills and problems encountered in camping, e.g. shelter, clothing, food, transportation, and site selection. One hour lecture and two hours laboratory. 2 q.h.

Health and Physical Education 897 (Change)

Prevention and Care of Athletic Injuries. Practical and theoretical aspects of treatment of injuries in an athletic program; supplies, therapeutic equipment, taping and wrapping, and techniques of conditioning. One hour of lecture and 2 hours of laboratory per week. Prereq.: HPE 795 and HPE 750. 2 q.h.

Marketing 624 (Deletion) 703 (Addition)

Fundamentals of Marketing. The nature of marketing activity, focusing on the individual firm managing its marketing efforts and its relation to the society and the world. Topics include the development of the marketing mix, marketing institution, physical distribution, pricing, and demand analysis. Prereq.: Econ. 621 or equivalent. 5 q.h.

Marketing 526 (Addition)

Marketing, The Economy, and the Consumer. An overview of marketing concerns which affect day to day living of American consumers. This survey of marketing structure is aimed at developing an understanding of the distribution system in the demand portion of the American economy. 3 q.h.

English 761 (Change)

Shakespeare II. The plays of the second half of Shakespeare's career--e.g. All's Well That Ends Well, Othello, Macbeth, Lear. Prereq.: English 600. 3 q.h.

English 760 (Change)

Shakespeare I. The plays of the first half of Shakespeare's career--e.g. The Merchant of Venice, Richard III, Julius Caesar, and Hamlet. Prereq.: English 600. 3 q.h.