Vice President Academic Affairs

RECEIVED MAY 1 4 1981 ACADEMIC VICE PRESIDENT

FULL-SERVICE FACULTY, ADMINISTRATORS, AND STUDENT GOVERNMENT **TO**:

Susan Mason, Secretary of the Senate FROM:

SENATE MEETING RE: May 20, 1981, Schwebel Auditorium 4:00 p.m.

> ORGANIZATIONAL MEETING -- NEWLY ELECTED SENATORS SHOULD ATTEND

> > May 11, 1981

AGENDA

- Call to Order 1.
- Nominations for Chairman of the Senate 2.
- Nominations for Members of the Charter and ByLaws Committee 3.
- 4. Approval of Minutes of April 1, 1981
- Report of Charter and ByLaws 5.
- 6. Report of Executive Committee
- 7. Report of Elections and Balloting Committee
- 8. Reports of Other Senate Committees*

Academic Affairs 801-13 Motion to approve proposed change in "Class Honors" Motion to approve the Allied Health proposal 801-14 812-1 Motion to approve the Dept. of Home Economics proposal Computer 801-15 Committee report--no motion anticipated Continuing Education 801-16 Committee report -- no motion anticipated Curriculum 801-17 Course proposals -- no motion anticipated 812-2 Course proposals -- no motion anticipated Educational Media 801-18 Committee report -- no motion anticipated. See comments under "other relevant data." Library 801-19 Motion to accept proposed library allocations for 1981-82 school year Student Academic Grievance 801-20 Committee report -- no motion anticipated Unfinished Business *For reports marked 801, and relevant materials, see the 10. New Business Agenda for the meeting of

May 6, 1981.

11. Adjournment

9.

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

Date 5/5/81 Report Number (For Senate Use Only) <u>8/2-/</u> Name of Committee Submitting Report Academic Affairs Committee.

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

Names of Committee members: Baldino, Dunsing, Gallagher, Gillis, Hahn, Khawaja, Lateef, Munro, Scriven, Simmons, Ulrich.

Please write a brief summary of the report which the Committee is submitting to the Senate: (attach complete report) See attached proposal

To approve the proposal from the Department of Home Economics.

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? Will decide at the meeting.

Other relevant date:

Chairman (please initial)

PROPOSAL FOR PROGRAM CHANGE

The Home Economics Department proposes to change the program name "General Home Economics" to "Home Economics Services". Two options are available under the revised program---Consumer Services and Community Services.

The new title reflects more clearly the professional goals of students in the program, and is predicted to be more attractive to prospective and current students. The options provide focus for the interests of students. Therefore, choice of electives and minors has depended primarily on interaction between student and advisor, with some students opting for the line of least resistance and thus graduating with less well-developed skills. The proposed plan will result, hopefully, in graduates better-prepared to enter professional positions.

An advisory committee of university and community persons has been meeting monthly since Fall quarter, and have provided input on needed skills, field experiences, and employment opportunities. The committee will continue to meet to keep the offering current and assure that graduates will have marketable skills.

In an effort to provide flexibility, the number of required Home Economics courses has been reduced. A core of 35-39 quarter hours of home economics courses will be required of all majors in order to provide them with an overall understanding of the field. We wish to focus the curriculum without making the graduate too specialized, thus educating students for a range of employment opportunities.

Major in Home Economics Services.

Option:	Community Services	Quarter Hours
	1. Home Economics Core (Including 4-8 hours field experience in a community agency)	35-39
	2. Home Economics electives Choose from: 531, 532, 631, 652, 664, 672, 706, 770, 780, 830, 853, 862, 872, 873.	16-30
	 Minor in sociology, anthropology, social work, psychology. At least 	. 21
Option:	Consumer Services	
	1. Home Economics Core (Including 4-8 hours field	35-39
	experience in a business or business related as 2. Home Economics electives	gency.) 16-30

- Choose from: 508, 604, 640, 642, 702, 703, 704, 770, 771, 751, 780, 810, 830.
- 3. Minor in a department of the School of Business At least...

21

YOUNGSTOWN STATE UNIVERSITY HOME ECONOMICS DEPARTMENT

4.

HOME ECONOMICS SERVICES BS in AS 1981--1982

DEPARTMENT REQUIREMENTS

GENERAL DEGREE REQUIREMENTS

English 550, Basic Composition I 4 English 551, Basic Composition II 4 Health/Physical Education 590 3 Health/Physical Education 3 (3 activities) 3 Humanities: English or Humanities Literature courses (600 or above) Literature in Foreign Language Philosophy or Religious Studies History and/or Appreciation of Art, Speech, and Drama/Music Black Studies II 8–18	504 Textile Fundamentals 3 550 Orientation to Home Economics 1 551 Normal Nutrition I or 4 Nutrition Fundamentals HE 502 (CHEM 501) 601 Principles of Food Preparation 4 731 Individual and Family 4 Development (PSYCH 560 5 762 Housing and Furnishings 5 763 Household Equipment 4 835 Field Experience 4-8 850 Seminar in Home Economics 2 852 Home Management (HE 770) 4
Art, Speech, and Drama/Music	35-39
	ELECTIVES
Science/Math: Chemistry 501 (or HS equivalent) (4) Chemistry 502, Survey of 4	Home Economics Electives 16-30 OPTIONS
Chemistry II Chemistry 503, Survey of 4 Chemistry III	Consumer Services
Biology 551, Anatomy & Physiology & 4 Biology 552, Anatomy & Physiology 4 or Biology 504, Human Evolution and (4) Genetics & Biology 505, Biology & Modern Man (4) Biology 604, Food Microbiology 4 12-22	Electives: Choose from HE 508, 604, 640, 642, 702, 703, 704, 770, 731, 771,780, 810, 830 Minor: 21 hours from a department in the School of Business Administrat Community Services
Social Studies: Psychology 560, Introduction 4 Psychology 755, Developmental- 4 Child Psychology Sociology 500, Fundamentals & 4 Economics 520, Principles I 4 or Social Sciences 502, Introduction (3) to Economics Social Sciences 503, Introduction (3) to Political Science Anthropology 602, Introduction 4 16-22	Electives: Choose from HE 512, 531, 532, 631, 652, 664, 672, 706, 770, 780, 830, 853, 862, 872, 873 Minor: 21 hours in Sociology, anthropo- logy, social work, psychology. TOTAL ACADEMIC HOURS 180 TOTAL NON-ACADEMIC HOURS 6
TOTAL HOURS FO	DR DEGREE: 186

A minimum of 46 quarter hours must be completed in Humanities, Science/Math, Social Studies Must have "C" or better in MAJOR and MINOR, and GPA of 2.0 to be eligible for graduation. Must have 60 hours of upper division credit for courses. Some courses offered only once a year. See your advisor for proper prerequisites and sequences of courses. Non-academic credits cannot be counted as electives.

Popland A/81

Date 5-7-81 Re	eport Number (For Senate Use Only)
Name of Committee Submitting Report	
A LEAST AND A	ed, appointed chartered, ad hoc, etc.)
Names of Committee members: <u>Chairpe</u> ler, Bakos, Zupanic, Viehmeyer, Roderi	erson Rodfong, Dastoli, Hopkins, Owens, Sroka, ck,Letchworth, Menaldi, Yiannaki
Please write a brief summary of the the Senate: (attach complete report	e report which the Committee is submitting t The UCC meets weekly in Kilcawley Center. rt)
attached course proposals have been co	onsidered by the Committee, circulated in the
cribed manner and have been incorporat	ced into the Unversity inventory of courses.
UCC recommands that the attached cours	ses be added to the Senate minutes.
Do you anticipate making a formal r If so, state the motion:	motion relative to the report? NO
Comunity Soundance	935 4.04. Food Nicrobiology
	Studies:
A HIND CALL AND	ade from the floor in your committee recommended ended to the sent back to committee for furt
C MOX-ACIDERS C HOURS	
Other relevant data:	Political Sutence

for proper prerequisites and sequences of courses

countrale on lettenor

.

hours must be completed in Hummitries, Science/Nath, Sectal Studie in MAJOR and MINOR: and GPA of 2:0 to be aligible for graduation. The division credit for courses. Some courses offered only once

Chairman (please initial)

5.

(change) EMT 502. Emergency Medical Technology Orientation. Introduction to the duties, legal and ethical responsibilities for the Emergency Medical Technician. Emphasis is on the systems approach to Emergency Medical Services in relationship to the patient, community, and co-workers. 4 g.h.

a and smoother breaks and some frains

81-288 Allied Health (change) MA 610. Paramedical Patient Care. Introduction to roles and functions of allied health personnel in physicians' offices and clinics including principles of nursing skills and procedures. Four hours lecture. Prereq: MA 501 and MA 502. 4 g.h.

(change) 81-289 Allied Health MA 612. Role of Medical Assistant. Topics of study include the development within the medical field involving the roles of the medical assistant, and employment opportunities. Prereq: sophmore standing or permission of the instructor. 4 q.h.

81-290 Home Economics (deletion) 504. Textile Fundamentals. Fundamentals of fibers, yarns, fabric construction and finishes as related to consumer selection, servicability, care, and clothing construction. Two one-hour lectures and one two-hour laboratory per week. (W) 3 q.h.

81-291 Home Economics

72. Nutrition and the Pre-School Child. Study of the nutritional needs of the developing child in the home and pre-school setting. Emphasis on nutrition education for development of desirable food habits. Not applicable to Food and Nutrition major. Prereq: Home Economics 502 or 551. (W) 4 q.h.

81-292 Home Economics

762. Housing and Furnishings. Selection and arrangement of home furnishings. Consideration of family needs and resources, aesthetic principles, and the importance of planning and decision-making. Four hours of lecture and two hours of laboratory per week. Prereq: Sophmore standing (F) 5 q.h.

81-293 Home Economics

763. Household Equipment. The selection, care, and use of various items of household equipment with comparison of the merits of, different types in respect to materials, design, cost, and performance. Three lecture hours and a two-hour laboratory per week. Prereq: Sophomre standing. (W) 4 q.h.

(addition) 81-294 Home Economics 830. Homemaker Rehabilitation. Analysis of the changes needed for the worker and the work environment of the home. Consideration of the personal and financial costs to the individual and family of homemaker disability. Prereq: Home Economics 731 or equivalent. 4 q.h.

81-295 Home Economics (addition) 835. Field Experience in Home Economics. Experience in a community agency or commerical enterprise related to home economics. Seven hours of experience or two hours of seminar weekly equal one credit hour. May be repeated up to eight (8) hours of credit. Prereq: twelve hours in Home Economics credit.

81-296 English (change) 709. Adolescent Literature. A study of the development of adolescent literature, giving

3.

(change)

(change)

(change)

the secondary teacher some ways of judging these books and some insight into the problems of making adolescent literature a meaningful experience for young people. Prereq: English 551 or its equivalent 4 g.h.

(change)

7.

81-297 English

708. Children's Literature. A study of the development of children's literature. giving the prospective elementary teacher some ways of judging books for children. Required of all elementary education candidates. Prereq: Englich 551 or its equivalent. 4 q.h.

81-298 Speech Communication (change) 580. Principles and Practices of Broadcasting. A survey course designed to familiarize students with the principles and practices involved in radio and television broadcasting. Includes three hours lecture plus two hours group lab per week. 4 q.h.

81-299 Speech Comm. and Theatre (addition) Speech 512. A survey of Musical Theatre. A study of the development of musical theatre from its 17th Century beginnings to the present day. As an interdisciplinary course, it will place emphasis on the evolution of the American Musical with special attention paid to the problems of integrating drama, music, dance and design. May be used to satisfy University Humanities requirements. Also listed as Music 512. 4 q.h.

81-300 Speech Comm. and Theatre. (addition) Speech 768. Dance for the Musical Theatre. Principles and practices of the basic techniques of tap dance, soft shoe, jazz and combinations of the fundamental forms of movement. Designed to introduce the student to various forms of dance and movement combinations performed in musical theatre. Prereq: H&PE 540 (Modern Dance I) or consent of instructor. 2 q.h.

81--01 Allied Health (change) EMT 510. Emergency Medical Condition I. A study of the most common medical and trauma acute care emergencies including an emphasis on pathophysiology, etiology and symptomatological Prereq: acceptance into the Emergency Medical Technology program. 4 q.h.

(change) 81-302 Allied Health EMT 511. Emergency Medical Techniques I.A study of techniques necessary to treat emergency conditions introduced in EMT 510. 3 q.h.

81-303 Allied Health (addition) EMT 630. Field Based Study. Student will choose a research project, community program involvement, internship, or act as an instruction assistant after meeting with the Program Coordinator concerning the project. Study time will vary according to project complexity. Prereq: EMT 610 1-5 q.h.

81-304 Home Economics (addition) 605. Textiles. Fundamentals of fibers, yarns, construction and finishes of natural and synthetic fabrics as they related to selection, serviceability, care and use. Fiber testing; government regulations. Three hours lecture, two hours laboratory. (W) 4 q.h.

81-305 Music (Addition) Music 512. A Survey of Musical Theatre. A study of the development of musical theatre from its 17th Century beginnings to the present day. As an interdisciplinary course, it will place emphasis on the evolution of the American Musical with special attention paid to the problems of integrating drama, music, dance, and design. Also listed as Speech 512. 4 g.h.

81-57 Engineering Technology (addition) CPT 609 Interactive Computing Applications. The study of interactive computing methods in commercial and technical applications. Emphasison terminal programming of higher level languages such as COBOL and BASIC. Prereq: CPT 607 or consent of instructor. 4 q.h.

81-80 Business Tech (addition) 580. Elementary Accounting Tech I. Basic principles, concepts, and terminology of accounting for assests, liabilities, and owner's equity. 4 q.h. (addition) 81-81 Business Tech 581. Elementary Accounting Tech II.Basic principles applied to partnership and corporation. Includes cost relationships, statement analysis, and special reports. Prereq: BT 580. 4 q.h. (addition) 81-82 Business Tech 582. Accounting Applications. Extensive treatment of inventory, depreciation, cash proof journal, payroll; includes an accounting simulation case study. Prereq: BT 581. 4 q.h. (addition) 81-83 Business Tech. 586. Financial Management. Financial planning, problem analysis, capitol budgeting, management of short- and long-term financial assets. Prereq: BT 581. 4 q.h. 81-84 Business Tech (addition) 680. Accounting Analysis I. Asset valuation, income determination, practice and theory in reporting financial position and results of operations. Agency and branch accounting. Prereq: BT 582. 4 q.h. (addition) 81-85 Business Tech 681. Accounting Analysis II. Techniques for reveiw and analysis of financial statements, cash and funds-flow analysis and reporting. Includes long-term liabilities, capitol stock, leases, and retained earnings. Prereq: BT 680. 4 q.h. 81-86 Business Tech (addition) 683. Cost Accounting. Estimating, planning, and controlling cost processes. Includes standards, analysis of variances, cost and profit selection, product pricing, budgets, distribution, and control. Prereq: BT 581. 4 q.h. 81-87 Business Tech (addition) 684. Tax Accounting. Application of current federal tax law. Also includes federal, state, and local tax treatments. Prereq: BT 581. 4 q.h. 81-88 Business Tech (addition) 685. Nonprofit Accounting. Concepts and reporting practices of non-profit organizations. Prereq: BT 581. 4 q.h. (addition) 81-89 Business Tech 530. Introduction to Advertising. Introduction to layouts, copywriting, and production of the advertising message. Includes advertising media, marketing research, ststistics, management functions, and government regulations. 4 q.h. 81-90 Business Tech (addition) 533. Fundamentals of Public Relations. Introduction to public relations--its development, definitions, practice and tools. Prereq: BT 500. 4 q.h. 81-91 Business Tech (addition) 630. Advertising Copywriting. Examination of advertising appeals and application to creative problems in advertising copywriting. Prereq: BT 530. 4 q.h. 81-92 Business Tech (addition) 631. Advertising Layout. Introduction to visualization and layout. Practical experience in preparing layouts for printed media, direct mail, outdoor advertising, and broadcast media. Prerq: BT 630. 4 a.h. (addition) 81-93 Business Tech 632. Media Planning and Buying. Techniques of planning and excuting local, regional, and

8.

national advertising campaigns. Topics include syndicated maedia research, rate card structures, and distribution of media. Prereq: BT 631. 4 q.h.

81-94 Business Tech (addition) 633. Retail Advertising. Preparation of retail advertising for a variety of media. Includes development of store image, advertising planning and direct mail advertising. Prereq: BT 631. 4 q.h. 81-95 Business Tech (addition) 637. Radio and TV Advertising. Study of radio and television as advertising media. Selecting stations, times, approaches, preparation and production of a variety of commercials. Prereq: BT 631. 4 q.h. (addition) 81-96 Business Tech 560. Business Management Technology. Concepts and methods in the general management of business enterprises. The influences of size, type and business purpose on management principles and practices. 4 q.h. 81-97 Business Tech (addition) 660. Personnel Practices. Principles, policies, and practices in administering the functions of recuiting, selecting, training, compensating, and appraising the human resources of organizations. Prereq: BT 560. 4 q..h. 81-98 Business Tech (addition) 662. Production Management. Concepts of management applied to coordination and control of materials and manpower in the production process. Prereq: BT 560. 4 q.h. (addition) 81-99 Business Tech 663. Office Management. Principles and practices for effective office systems. Includes intergrated office systems, alternative office designs, information management, and change techiques. Prereq: BT 560 and BT 640 or permission of instructor. 4 q.h. (addition) 81-100 Business Tech 667. Small Business Management. Management functions as related to starting and successful operations of small business enterprises. Prereq: BT 560, BT 586, and BT 660. 4 q.h. (addition) 81-101 Business Tech 669. Case Problems in Management. Analysis of case material for the purpose of developing procedures for solving management problems. Prereq: BT 540, BT 560, BT 586, BT 660 and BT 662. 4 q.h. 81-]02 Business Tech (addition) 698. Special Topics. An in-depth study of areas of accounting, advertising, management or marketing. Topics will vary each quarter. May be repeated for different topics. Prereq: Sophmore Standing. 1-4 q.h. 81-103 Business Tech (addition) 699. Internship. Supervisied internship in a cooperating selected field of your major area of specialization. Practical application of classroom theory. Prereq: Minimum of 2.5 GPA, sophmore standing and permission of faculty committee. Also student will work seven hours per week at an approved business location for one quarter hour credit.]-4 g.h.

9.

81-]04 Business Tech (addition) 540. Principles of Marketing. Introduction to marketing's role in society and within the firm; and overview of marketing strategy and planning. Includes international markets, forecasting targets, market potential, and sales. 4 q.h.

81-105 Business Tech (addition) 541. Sales Principles. Overview of the selling function and its role in marketing. Application of the selling process and sales psychology. 4 q.h.

640. Warehousing and Traffic Management. Examination of transportation, warehousing, materials handling, containerization, inventory control, purchasing, and warehouse location. Prereq: BT 560 4 g.h. 81-107 Business Tech (addition) 641. Retail Merchandising. Marketing functions as they relate to retail businesses. Includes types of retail outlets, organizational charts, systems and controls used, store location and layout. Prereq: BT 540. 4 q.h. 81-108 Business Tech (addition) 642. Industrial Merchandising. Marketing functions as they relate to industrial organizations. Includes pricing, marketing channels, legal controls, and planning. Prereq: BT 540. 4 q.h. 81-109 Business Tech (addition) 643. Purchasing. "Marketing in Reverse," including buying quantity, inspection and quality control, and sources and assurance of supply. Prereq: BT 540. 4 q.h. 81-110 Business Tech (addition) 644. Consumer Behavior. Analysis of buyer behavior from the viewpoint of the seller. Techniques used to influence institutional buyers, industrial buyers, and consumers. Prereq: BT 540 4 q.h. 81-111 Business Tech (addition) 648. Sales Management. Procedures and techniques necessary to manage the sales force, including recruitment, orientation, compensation, supervision, and organization.

(addition)

81-106 Business Tech

10.

Prereq: BT 540, BT 541, and ECON 622. 4 q.h. 81-113 Labor Studies Tech (additon) 510. Union Leadership Skills. An introduction to basic leadership skills with emphasis

on human relations, motivation, communication skills, decision-making, problem solving, parlimentary procedures. 4 q.h.

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

Date May 20, 1981

Report Number (For Senate Use Only) 8/2-8 Name of Committee Submitting Report Honors Committee

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

indenie solinude, crestive or productive this

Names of Committee members: Vincent Wino, Dilip Singh, Gratia Murphy, George Kelley, Elaine Juhasz, Dean Hoops, Joan Gailey, Thomas Copeland (chair)

Please write a brief summary of the report which the Committee is submitting to

the Senate: (attach complete report) We have drafted a description of Honors courses, defining the students for whom they are designed, prerequisites for admission to them, and the nature of course descriptions (see attachment). This has been submitted to the Academic Affairs Committee. We are in the process of writing a description of Honors seminars and a list of procedures to be followed by faculty members who wish to propose new courses and seminars.

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?

Other relevant data:

Chairman (please initial)

Honors courses are designed to stimulate gifted and talented students and to provide for their maximum development through a challenging course of study. "Gifted and talented students" are those who are capable of high performance by virtue of superiority in one or more of the following areas: general intellectual capacity, specific academic aptitude, creative or productive thinking, leadership ability, visual and performing arts, psychomotor ability.

Departments establishing Honors courses must adhere to the following guidelines in writing their course descriptions and course prerequisites:

- I. Prerequisites for admission to Honors courses
 - A. An Honors course at the 500 level should carry as a prerequisite superior performance on a departmental evaluation. Therefore, to enter such a course a student must meet the evaluation criteria established by the department offering the course. Evaluative data might include, for example, a score on a standardized test, performance on a writing sample, high school grade records, high school class rank, a portfolio of former work, a personal interview, letters of recommendation. A statement of the method or methods used to distinguish gifted and talented students from others must be a part of every 500-level Honors course proposal.
 - B. An Honors course above the 500 level should carry a prerequisite reflecting the superior and proven academic achievement of the students for whom it is designed. Therefore, to enter such a course, a student must have a grade point average of 3.4 or higher in twelve or more hours of academic courses* taken at an accredited institution of higher learning. Whether this G.P.A. must be in all academic courses or only in those directly relevant to the Honors course the student wishes to enter is left to the discretion of the department offering the course. That department may also include additional prerequisites in the course description.
- II. Descriptions of Honors courses

The course description of every honors course must include a statement explaining how this course differs from a comparable non-Honors course.

*"Academic courses" are those leading to a degree or title; they do not include courses designed to make up high school deficiencies or other remedial courses.

YOUNGSTOWN STATE UNIVERSITY

INTER-OFFICE CORRESPONDENCE

Dr. John Coffelt

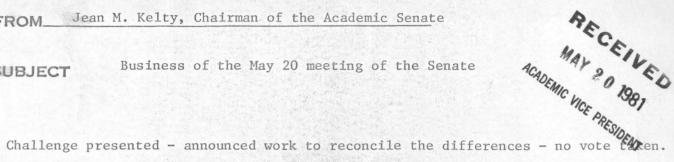
5-20-81 DATE

FROM Jean M. Kelty, Chairman of the Academic Senate

SUBJECT

TC

(and



Passed: Motion to approve proposed change in "Class Honors" Motion to approve the Allied Health proposal Motion to approve the Dept. of Home Economics proposal

Failed: Motion to accept proposed library allocations for the 1981-82 school year.

CC: B. Gillis, Vice President of Academic Affairs