

Dr. Bernard Gillis  
Academic Vice President

UNIVERSITY OF  
MISSISSIPPI  
ACADEMIC VICE PRESIDENT

TO: FULL-SERVICE FACULTY, ADMINISTRATORS, AND STUDENT GOVERNMENT  
FROM: Cynthia Peterson, Secretary of the Senate  
RE: SENATE MEETING  
December 2, 1981  
4:00 p.m.

November 24, 1981

AGENDA

1. Call to Order
2. Approval of Minutes of November 4, 1981
3. Report of Charter and ByLaws
4. Report of Executive Committee
5. Report of Elections and Balloting Committee
6. Reports of Other Senate Committees  
Academic Standards and Events Committee
7. Unfinished Business
8. New Business
9. Adjournment

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

Date 11/19/81

Report Number (For Senate Use Only) \_\_\_\_\_

Name of Committee Submitting Report Academic Standards and Events

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

Names of Committee members: Joan DiGiulio, chairperson; Margaret Braden, Bernice Brownle  
Dennis Henneman, Raymond Kramer, Therese Maskulka, Dean McGraw, Magdalen Stafford,  
Anthony Stocks, Peter VonOstwalden.

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

Minutes of November 6th and November 17th meetings

Do you anticipate making a formal motion relative to the report? Yes

If so, state the motion: \_\_\_\_\_

See attached sheet

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: \_\_\_\_\_

JA

Chairman (please initial)

Please attach to all committee minutes submitted to (1) Chairman of the Senate (2) Secretary of the Senate (3) Library

Name of Committee Academic Standards and Events Committee

Chairman Joan DiGiulio

Date of meeting 11/17/81

Formal motions passed:

1. That there be established the honorary title of Macebearer by the  
University President. The function of Macebearer to include the carrying  
of the University Mace at graduation ceremonies, honors convocations and  
inauguration ceremonies.
2. That the University President proceed with the necessary arrangements for the  
design and production of a University Mace and seek the necessary funds for  
said design and production.
3. The present audit policy should remain the same. However, if a course present  
physical danger to an audit student, such as a laboratory course, it will be  
indicated in the schedule of classes that audit is not permitted.

4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

Attach other sheets if needed

MINUTES OF  
ACADEMIC PROGRAMS AND CURRICULUM COMMITTEE

November 25, 1981, K220, 1:00 p.m.

Temporary Chairman Louis Hill opened the meeting.

Those present:

AP:	Hill, Louis	Munro, Philip
	Kougl, Kathleen	Shuster, Raymond
	Lateef, A. Bari	Dereich, Mark
CC:	Hopkins, Lois	Yiannaki, Harold
	Dastoli, Anthony	Drobney, Joseph
	Harris, Louis	

HP & ICP: Copeland, Thomas

Con. Ed.: Suchora, Daniel

The committee elected Kathy Kougl as its chairperson for the year. Chairperson Kougl presided over the following matters.

Honors Program: Mr. Copeland inquired as to the status of the honors program which was sent to the UCC last year. Chairperson Hopkins informed the committee it was still in the Committee as unfinished business.

Discussion took place concerning procedure for the committee. It was moved by Munro, seconded by Drobney, to form an Ad Hoc Committee of the five chairmen involved to formulate procedure, decide when to meet, then report back to the Committee of the whole. This was passed with unanimous vote.

The meeting was adjourned.

Respectively submitted,

Lois M. Hopkins, Secretary

csf

MINUTES OF ACADEMIC PLANNING COMMITTEE

October 30, 1981

2:00 - 3:00, Dean's Conference Room, School of Engineering

Members Present: Jack Bakos, Mary Beaubien, Dean Brown, Fred Feitler, Agnes Smith, Lauren Schroeder and Larry Hugenberg (chair)

There was no old business.

The new business began with a discussion of the charge of the Academic Planning Committee as written in the By-Laws of the Academic Senate.

This was followed by a discussion of the merits of learning a systematic method to planning (i.e., The AMA Introduction to Planning). There was sentiment that the Academic Planning Committee would benefit from all members being familiar with a particular method of planning.

This avenue will be investigated through the office of Faculty Development and Duane Sample.

Dean Brown presented his impressions of what he perceived to be potential avenues for the Academic Planning Committee to pursue. He also reported on the findings of the committee investigating the relationship between high schools and state universities; especially in the areas of competencies in mathematics and English.

The meeting ended with the intent the Chair would extend an invitation to Gratia Murphy to come to our next meeting to discuss the intentioned functions of the Academic Planning Committee as the By-Laws were revised last year.

The inclusion of the administrative members and student members of the committee was reiterated. The Chair reported he had sent memos to President Coffelt and Ray Nakley, President of Student Government informing them of meeting times.

The meeting was adjourned.

prepared by:  
Lawrence Hugenberg  
Chair

MINUTES OF ACADEMIC PLANNING  
COMMITTEE

November 6, 1981

Members Present: David Ruggles, Agnes Smith, Jack Bakos, Dean Brown, Lauren Schroeder, Fred Feitler, Mary Beaubien, Ray Nakley and Larry Hugenberg (chair)

Non-Members Present: Gratia Murphy, Bill Jenkins and Jean Kelty

Old Business:

- 1) Minutes of October 30, 1981 Meeting were presented and approved.
- 2) Report by Chair regarding the AMA Introduction to Planning package. Difficulty expressed in reaching Duane Sample, Faculty Development Office; will pursue through Faculty Development and Management Department.

New Business:

- 1) Gratia Murphy, Bill Jenkins and Jean Kelty were introduced and discussed the role to be played by the Academic Planning Committee as interpreted from President Coffelt. All three reiterated the President's emphasis on the importance to be played by the Committee related to budgetary and program planning restraints and relationships.
- 2) Gratia Murphy emphasized the fact there was no such thing as an Academic Planning Committee in the past and that this Committee must become involved in planning the future of Youngstown State University.
- 3) Dave Ruggles presented for our information the fact that Vice President Gillis is in the early stages of designing a "master plan" for the University. He suggested the Committee's need to become involved in the preparation of this document. The Chair would arrange to visit with the Vice President to discuss the availability of any pertinent information -- both historic and current -- which might help the Committee decide its future involvement in the planning process.
- 4) The final conclusions of all interpretations of President Coffelt's discussion of Academic Planning Committee were: 1) to become involved in making recommendations concerning allocations of budget; and, 2) to become involved in devising methods for program evaluation and review.
- 5) Several members of the Committee discussed the importance of knowing the difference between qualitative and quantitative decisions in regards to the role of the Academic Planning Committee. Many members agree with the importance of setting a series of goals (visions) for the University in order to do any effective planning.
- 6) Recommendation to locate any and all pertinent background information related to the goals of the University, any goals established, and any related committee work done in the past regarding planning.

- 7) Fred Feitler reiterated his concern for the Committee to do proper and intelligent planning. He stressed the importance of having planning and goals involved in any decisions made in any organization. He continued to emphasize the relationship between goals and the establishment of specific objectives necessary for intelligent and planned decision making.
- 8) The next meeting of the Academic Planning Committee will be Friday, November 13, 1981 in the Dean's Conference Room, School of Engineering at 2:00 PM.

The meeting adjourned.

prepared by  
Lawrence Hugenberg  
Chair

Minutes of Academic Planning  
Committee Meeting

November 13, 1981

Members Present: Dave Ruggles, Ben Yozwiak, Agnes Smith, Gloria Pasquale,  
Lauren Schroeder, Dean Brown, Fred Feitler, Ray Nakley, Mary Beaubien,  
Jack Bakos and Larry Hugenberg (chair)

- Old Business: 1) Report on the progress of arranging the AMA Introduction to Planning Course. Efforts were made through contacting the Management Department, School of Business and the Office of Faculty Development. Chair reported he has also contacted the Field Office of the AMA to discuss the possibility of their trainers coming to conduct a workshop.
- 2) The chair reported on his discussion with Vice-President Gillis concerning the Master Plan, which is in draft form, and the relationship the Academic Planning Committee will have in its formulation and/or revision. It was reported the Vice-President was anxious to have the Master Plan completed and circulated to have input from the Academic Planning Committee and other segments of the Youngstown State community.

- New Business: 1) Ben Yozwiak proposed the major contribution the Academic Planning Committee could have would be in the area of program evaluation through some kind of established evaluation procedures. It was cited by several members of the committee that the 2 year programs and the graduate programs currently undergo these periodic evaluations. The committee also discussed the relationship of any potential evaluation method with any accreditation requirements imposed by off-campus agencies.

Fred Feitler claimed that program evaluation and any method developed needs to be part of an overall plan with objectives, goals and a future image of what the University will be in the future. It was also articulated that there would be several problems due to the diversity of programs offered and needs evidenced by the University community.

- 2) Several members of the committee felt the urgency in receiving a copy of the Vice-President's Master Plan prior to the committee beginning substantive efforts. The committee then chose to discuss goals and planning procedures in anticipation of the Vice-President's report.

The chair related the Vice-President's willingness to have input from the Academic Planning Committee. Vice-President Gillis stated he would share with the committee the "planning model" used in developing the Master Plan. The Chair was requested to secure a copy of the planning manual.

- 3) Fred Feitler volunteered to work through a planning procedure during the next meeting of the Academic Planning Committee.

The meeting adjourned.

prepared by: Larry Hugenberg  
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