

ACADEMIC SENATE MINUTES

APRIL 5, 1989

CALL TO ORDER

Dr. Rost, Chairman, called the meeting to order at 4:03 p.m.

MINUTES FOR FEBRUARY 1, 1989

The minutes of the February 1, 1989, meeting were approved as distributed.

AGENDA FOR APRIL 5, 1989

The note listed at the bottom of the April Agenda should read "Attendance Record for October - February is attached."

Please change the Attendance Record for October - February that was attached to the April Agenda to show that H. Warren attended the October meeting. He did answer the roll call vote that was taken at that meeting.

CHARTER AND BYLAWS COMMITTEE REPORT

H. Warren reported.

The Committee was assigned the task of making the Charter and ByLaws comply with the Guidelines for Nonsexist Communication.

Motion to Approve Motion found in Item 1 of the Charter and ByLaws Committee Report Found on Page 3

H. Warren moved "In order to make the language of the Charter and ByLaws free of sexist communication, wherever the term "chairman" appears, the term "chairperson" will be its replacement; the term "chairmanship" will be replaced by the term "chairpersonship"; the word "he" will be replaced by the words "he or she"; the word "his" will be replaced by the words "his or hers."

Motion received a second.

Motion to Amend

P. Munro moved to amend the motion to replace "chairperson" with "chair." Motion to amend seconded by T. Alderman.

Motion to Amend Carried.

P. Baldino--This change requires "chairship" for "chairpersonship."

P. Munro--How does the Charter read where the term "chairmanship" appears?

Motion to Amend

F. Barger moved to amend to replace the word "chairmanship" with "chair." Motion seconded by T. Alderman.

Motion to Amend Carried.

G. Murphy--"Hers" cannot always be substituted for "his." In some cases, "his" should be replaced with "her."

The Chair noted that this would be an editorial correction.

P. Munro--There are several places where the proposed changes do not fit. Do we tie them down or do we trust them?

The Chair noted that editorial changes would be made.

Main Motion Carried.

H. Warren completed the report.

The Charter and ByLaws Committee agreed to consider the duties and actions of the Vice Chair of the Senate. The Committee is considering this item now.

The Committee reviewed the letter asking them to consider a proposal to restructure the University Academic Senate and determined that the nature of the proposal is inconsistent with the Preamble and the Purpose (Article 1) of the Academic Senate's Charter.

SENATE EXECUTIVE COMMITTEE REPORT

See Appendix A for complete report.

The deadline for going to the Media Center to have a picture taken to be included in the Faculty-Staff Photo Directory is April 14.

The University Curriculum Division has received 317 requests for curriculum action this year; 130 have been completely processed.

It was determined that proposed changes to the Bulletin entries describing courses to remove sexist language did not require Academic Senate action.

The SEC has received a letter from George Letchworth requesting an opportunity to discuss the results of the Bethany Workshop, "Stress Management." This will be scheduled soon.

A request has been received from Larry Hugenberg asking for a significant restructuring of the Senate Executive committee.

The next Senate meeting will be Wednesday, May 3, 1989, at 4:00 p.m. in DeBartolo Hall. Agenda items must be to Duane Rost by Friday noon, April 21.

The June Senate meeting is canceled. A special Academic Senate meeting is being called for Wednesday, May 31, 1989, 4:00 p.m. in DeBartolo Hall. Items for the May 31 meeting need to be to Duane Rost by Friday noon, May 19.

ELECTIONS AND BALLOTING COMMITTEE REPORT

B. Gartland reported.

Elections are now underway. One must place his/her own name in nomination or be nominated by someone else to have name appear on the ballot.

Department Senators may not serve two consecutive two-year terms.

ACADEMIC STANDARDS AND EVENTS REPORT

The report is postponed until next month.

ACADEMIC PROGRAMS AND CURRICULUM COMMITTEE--PROGRAMS DIVISION REPORT

A question has been raised about three courses in the two programs for Sociology, Anthropology and Social Work. The Programs Division reviews; they do not vote to approve or disapprove. The curriculum proposals for the three courses have been challenged.

There are two corrections for Pages 8 and 9. Course Number 622 should read Social Work Processes. Course Number 723 should read 736 on both pages.

ACADEMIC PROGRAMS AND CURRICULUM COMMITTEE--CURRICULUM DIVISION REPORT

There were three typographical errors reported on the published course descriptions.

89-44 The prerequisite should read H.E. 606
89-50 The title should read Home Economics
89-77 The description should read "word processing"

LIBRARY MEDIA SERVICES COMMITTEE REPORT

W. Mayhall reported.

W. Mayhall read the following letter into the record.

In December of 1988, President Humphrey and The Board of Trustees of Youngstown State University approved an additional \$149,000 to the Segregated Allocation for Library Materials.

I wish at this time, on behalf of the Library Media Services Committee, to extend to President Humphrey and the Board of Trustees our sincere thanks and appreciations for this much needed additional funding.

Motion to Recommend 1989-1990 "Minimum Allocation"

W. Mayhall moved to "Recommend that the distribution to the six schools/colleges for the academic year 1988-1989 be considered as the "minimum allocation" for the year 1989-1990. Additional funding for the library materials will be allocated by formula." Motion received a second.

Motion Carried.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

L. Hugenberg moved the meeting be adjourned at 4:30 p.m. The motion received a second.

Motion Carried.

REPORT OF SENATE EXECUTIVE COMMITTEE

APRIL 5, 1989

The pictures for the Faculty-Staff Photo Directory are about all taken. Please encourage your colleagues who might have missed the opportunity to stop by the Media Services for just a couple of minutes before April 14. That is when the Directory will be put to bet. No appointment is needed; they will take your picture quickly and you'll be on your way.

UCD has received 317 requests for curriculum action this year. They have completed full action on about 130. Others are in the process. Course proposals received now will be processed in order, probably by the next UCD.

I would pass on a reminder that the courses must be on the inventory before the number can be accessed off the computer for long-range department planning. Planning ahead and early submittal in the fall will facilitate early consideration.

The proposed changes to the Bulletin entries describing courses to remove sexist language have been reviewed to determine if those proposals affected any of the academic meaning. It was determined they did not and Academic Senate action is not needed at that time.

The Senate Executive Committee has received a letter from George Letchworth requesting an opportunity to discuss the results of the Bethany Workshop, "Stress Management." This will be scheduled soon.

The Senate Executive Committee and the Charter and ByLaws Committee have just received a proposal from Larry Hugenberg for a significant restructuring of the Senate Executive Committee. It is too soon to comment on the substance, but input and discussions will be forthcoming.

The next Senate meeting will be Wednesday, May 3, 1989, at 4:00 p.m., here in DeBartolo Hall. Items for that meeting must be to Duane Rost by Friday noon, April 21, 1989.

The Academic Senate meeting which would regularly be held the first Wednesday in June is being canceled with this announcement as that is the middle of finals week.

A special Academic Senate meeting is being called with this announcement for Wednesday, May 31, 1989, 4:00 p.m. here in DeBartolo Hall. Items for the May 31 meeting need to be to Duane Rost by Friday noon, May 19.

ATTENDANCE SHEET+

Academic Senate, 1988-89

DATE: 4/1/89

APPLIED SCIENCE AND TECHNOLOGY

At-Large

Robert Campbell
Barbara Englehardt
Kathlynn Feld
Steven Gardner
Virginia Phillips

RC
BEC
JKF
SG
VP

Departmental

*Janet Boehm, A. H.
**Cynthia Campbell, B.E.T.
**Robert Stanko, C. J.
*Abdul Aziz, E. T.
*Mary Beaubien, H. E.
**Marsha Kuite, Nursing

JPB
CC
RJS
MA
MB

ARTS AND SCIENCES

At-Large

Samuel Barger
Frederick Blue
Hugh Earnhart
Larry Esterly
William Jenkins
Ikram Khawaja
Thomas McCracken
Gratia Murphy
Lowell Satre
Ronald Tabak

SB
FB
HE
LE
WJ
IK
TM
GM
LS
RT

Departmental

*James Karas, Biology
**Thomas Dobelstein, Chem
*Clyde Morris, Economics
**Bege Bowers, English
*Melissa Smith, For. Lang
**Thomas Maraffa, Geography
**Everette Abram, Geology
*Joan Wagman, H.P.E.
**Pei Huang, History
*Richard Burden, Math & C.S.
**Victor Wan-Tatah, Phil
*Warren Young, Physics
**Keith McKean, Pol. Sci.
*Ahalya Krishnan, Psych.
**Lee Slivinske, Sociology

JK
TD
CM
BB
MS
TM
EA
JW
PH
RB
VT
WY
KM
AK
LS

BUSINESS ADMINISTRATION

At-Large

James Daly
Donald H. Mathews
Dean S. Roussos
Jane Simmons Reid
James Tackett
Homer Warren

JD
DM
DR
JSR
JT
HW

Departmental

*Inez Heal, Acct.
**Rama Krishnan, Management
**Eugene Sekeres, Marketing

IH
RK
ES

EDUCATION

At-Large

William Armaline
James Douglass
Louis Hill

WA
JD
LH

Departmental

*Janet Beary, Elem. Ed.
**Peter Baldino, Foundations
**Sherry Martinek, Guid/C
*Donna McNierney, Adm. & Sec. Ed.
**Bernadette Angle, Sp. Ed

JB
PB
SM
DM
BA

+Effective: September 15, 1988
+Revised: January 11, 1989

* First year of two-year term
**Second year of two-year term

ENGINEERING

At-Large

Jack Bakos
Duane Rost
Lester Smith

JOB
JRB
LS

Departmental

**Tadeusz Slawecki, Chem. Eng. _____
**Irfan Khan, Civil Eng. Irfan Khan
*Philip Munro, Elec. Eng. PM
*Wade Driscoll, Ind. Eng. W.D.
**Hyun Kim, Mechanical Eng. HK

FINE AND PERFORMING ARTS

At-Large

Donald Byo
Joseph Edwards
Darla Funk
Lois Hopkins
Lawrence Hugenberg
William Slocum
James Umble

_____ JD
_____ JE
_____ DF
_____ LH
_____ LH
_____ WS
_____ JU

Departmental

*Elaine Glasser, Art E.G.
*Les Hicken, Music LH
**Frank A. Castronovo, Sp/T FA

STUDENT

At-Large

Bill Axoitis
Anne McBriarty
Pat White
Brian Macala
Kelly O'Neill
Dawn McCombs

_____ BA
_____ AM
_____ PW
_____ BM
_____ KO
_____ DM

School/College

Dale Lipscomb, Education _____
Craig Shomacker, Performing Arts _____
Anthony Vivaqua, Business _____
Jeff Dragovich, CAST _____
Debora Shaulis, Arts & Sciences DS
Bill Thompson, Engineering _____

EX-OFFICIO

Amy McFarland, President _____
Bob Walls, Vice President BW
Dan Davis, 2nd Vice President _____

ADMINISTRATION

Bernard T. Gillis
Bernard J. Yozwiak
Victor A. Richley
James Cicarelli
David P. Ruggles
George E. Sutton
David Sweetkind

BTG
_____ VAR
_____ J.C.
_____ J.C.
_____ D.S.

Taylor Alderman _____
Thomas A. Shipka _____
David C. Genaway _____
George Letchworth _____
Sally M. Hotchkiss _____
Charles A. McBriarty _____
George D. Beelen _____
Harold Yiannaki _____

TL
_____ SM
_____ GB
_____ HB

First year of two-year term
**Second year of two-year term

senatt88/senate 88-89

87 F, C,

ACAD,

SEN,

BACKGROUND ON POLICY DISCUSSION
Noncredit Programs

The Academic Affairs Manual in Chapter 7 sets forth among ten objectives for the Office of Continuing Education,

- "to serve as the official University department for delivering the University's noncredit educational activities to the community and to be the official partner in all continuing education programs presented by the University" (7.2.d.) and
- "to coordinate the arrangements for space and other university services including registration for all noncredit activities of the University" (7.2.i.)

These objectives had been in place through previous Academic Senate policy adopted since 1969-1970 when the Office of Continuing Education was established. In 1984 the policies were reviewed by the Senate Subcommittee on Continuing Education. They were subsequently incorporated into the Academic Affairs Manual. The Academic Senate Subcommittee on Continuing Education is charged in the Bylaws, "shall be responsible for making recommendations to the parent committee, and to the Academic Senate, as to policy related to the development of continuing courses and programs".

Prior to 1986, when President Humphrey decided that Chapter 7 guided only the Academic Affairs area -- schools/colleges and departments--the Office functioned university-wide in the development, management, marketing and evaluation of noncredit activities. The impact of the 1986 decision was to **decentralize** continuing education in all units outside the Academic Affairs area, sending a mixed message internally and outside the University. Since that decision was implemented, an increasing number of departments in the Academic Affairs area have also developed and offered noncredit conferences, as well as courses and seminars apart from the Office of Continuing Education.

In 1987-1988, at meetings of the Academic Department Chairpersons and the Deans' Council, the topic of academic department/school and college sponsorship of noncredit programs was discussed. In the June 1988 meeting of the Deans' Council, a discussion, culminating several months of study, took place. The Deans' Council minutes reflect,

"Continuing Education was the focus of extensive discussion. Departments perceive Continuing Education's need to recover costs as making it too expensive, so many have been scheduling facilities and arranging their own conferences despite the policies mandating coordination of such activities by Continuing Education. Dr. Loch was asked to prepare a fee schedule listing services his office can provide. Provost Gillis will explore ways in which the schedule of facilities might be monitored and the possibility of putting funds for conferences into each college's budget."

4. If the Senate Committee on Academic Programs and Curriculum approves of the recommendation the policy change and form should be referred to the Senate for action.

These steps will align practice and policy while ensuring that the public information and records retention needs are met as well as ensure that the conduct of continuing education (noncredit) programs operate under the same fiscal practices regardless of the source of sponsorship.

JRL: 4/28/89