

*Note: Attached (Appendix A) is the revised attendance summary for the College of Fine and Performing Arts. Please get agenda items for the May 5 Senate meeting to Bege Bowers, English Department, by 10:00 a.m. Thursday, April 22. Provide both hard copy and a copy on an IBM-formatted diskette if you want material to appear on the online agenda.*

**ACADEMIC SENATE MINUTES**  
**April 7, 1999**

**OVERVIEW:**

Major topics presented/discussed: YSU's readiness for Y2K (pp. 1-2); Presidential Search Committee (p. 2); change in Senate Bylaw 6, Section 2.i.2 to prevent conflict in responsibilities of the General Education Committee and the Academic Standards Committee (pp. 2-3); need to submit general education course proposals as soon as possible (p. 3).

Actions/Policy Changes:

- (1) **The Senate approved a motion to delete the following paragraph from Senate Bylaw 6, Section 2 (i) (2): "The committee will also examine courses to determine whether they meet the general university requirements. Circulation of such courses shall occur through the Academic Programs Committee and the Undergraduate Curriculum Committee. Resolution of objections shall be the responsibility of the Academic Standards Committee. Final resolution shall rest with the University Academic Senate."**

**CALL TO ORDER:**

Jim Morrison, chair of the Academic Senate, called the meeting to order at 4:08 p.m.

**MINUTES OF THE PREVIOUS MEETING:**

Minutes of the 3 March 1999 Senate meeting were approved as distributed.

**UPDATE ON YSU'S READINESS FOR Y2K:** Donna Esterly, executive director, Computing & Information Systems, presented a brief progress report on YSU's preparation for Y2K (i.e., its attempts to foresee and prevent any problems that might occur when computer calendars change over to January 1, 2000).

According to Esterly, the Y2K Task Force has produced considerable information. Having made substantial progress on centralized services such as computer services, phone services, and facilities, the University will now work on decentralized services. The task force has been working since January to do research on Y2K tools and to provide assistance.

The names of members of the task force and departmental representatives are posted on the Y2K web site at <<http://www.cc.ysu.edu/y2k/>>; you can e-mail task force members and departmental representatives directly from the web site. Posted information includes a description of the centralized work completed and that left to be done, as well as timelines. Each departmental representative will have a chance to use a PC tool that assists in determining whether individual

PC clocks and operating systems are compliant. The representatives will receive training in how to download and apply “patches” designed to prevent problems.

Much information is available on the web. Go directly to the address listed in the previous paragraph, or to the YSU homepage and click on the Y2K link. The site contains links to information on hardware and software, plus a number of other links. A link called Internet Resources takes you to a number of useful sources. (If you haven’t heard the Y2K joke Esterly referred to, click on A Little Y2K Humor on the main YSU Y2K page.)

**Questions:**

Bill Jenkins: Not all departments are linked to the fiberoptic network and the internet. What should unlinked departments do?

Esterly: We are hoping to get everyone linked. All the labs are linked; there are labs in each building. Anyone can go to the third floor of Meshel or dial in through a modem.

**SENATE EXECUTIVE COMMITTEE / REPORT FROM THE CHAIR:** Jim Morrison made the following announcements:

1. The Ohio Faculty Council will meet Friday, April 9. Duane Rost and Jim Morrison will attend.
2. The Senate Executive Committee has met a couple of times since the last meeting and will meet again shortly to finalize procedures for appointing people to Senate committees for next year.
3. Morrison received a letter from Bruce Beeghly, chair of the YSU Board of Trustees, requesting that we appoint two faculty representatives (one male, one female) to the Presidential Search Committee. The Senate Executive Committee, feeling that the individuals should be elected members of the Senate and that they should have experience with University-wide matters, has appointed two individuals: Jim Morrison and Bege Bowers. Morrison reported that the various college representatives on the Senate Executive Committee were comfortable with these appointments, which were unanimous.
4. The Senate Executive Committee also approved criteria to present to the Board of Trustees to encourage a wide and open search; these are appended to the minutes of the April 7 meeting (see Appendix B). Morrison noted that the Senate has taken some significant actions in recent years, including approval of a set of academic goals that shaped the mission statement of the University. The mission statement is a “living document,” and presidential candidates should have the ability to promote that mission. The Senate has also passed goals for general education and a statement of ethical principles. That statement should apply to the next president of the University as well as to the rest of us.

**CHARTER & BYLAWS COMMITTEE:** Dale Harrison noted that the committee is reviewing the *Charter and Bylaws* for references that need to be changed to reflect semesters. He then presented the proposed *Bylaws* change described in the April 7 Senate agenda, p. 3. **Harrison moved that the following paragraph be deleted from Bylaw 6, Section 2 (i) (2):**

**The committee will also examine courses to determine whether they meet the general university requirements. Circulation of such courses shall occur through**

**the Academic Programs Committee and the Undergraduate Curriculum Committee. Resolution of objections shall be the responsibility of the Academic Standards Committee. Final resolution shall rest with the University Academic Senate.**

The motion was seconded; it is designed to prevent conflict between the duties of the Academic Standards Committee and the General Education Committee. **A vote was taken, and the motion to delete the paragraph carried.**

**ELECTIONS AND BALLOTING COMMITTEE:** No report.

**ACADEMIC STANDARDS COMMITTEE:** Louise Pavia announced that the Academic Standards Committee will meet Wednesday, April 14, in Cushwa 3089 from 4-6 p.m. to discuss standards related to minors.

**ACADEMIC PROGRAMS COMMITTEE:** Craig Campbell, reporting for the committee, noted that a Programs Committee vote to approve the Early Childhood proposal was nullified when it was found that four members of the committee had not seen the proposal. There were also official objections to the proposal. Campbell has returned the proposal to the department in hopes that objections can be worked out. All of the department chairs involved are aware of the need for quick action.

Approval of programs for Q2S (semester conversion) is underway; so far, the committee has approved 13 programs. With Senate approval, a method of distribution has been adopted to save time and paper. Papers for all approved programs will be housed in deans' offices, the Q2S office, and the Provost's office. Only completely new programs and courses will be distributed to all chairs and deans. Anne York, chair of the Curriculum Committee, will distribute the new courses; Craig Campbell will distribute new programs.

**CURRICULUM COMMITTEE:** Jim Morrison noted that course proposals were appended to the April 7 Senate agenda. He has asked Anne York to provide a list of approved courses/changes/deletions for future agendas rather than all of the paperwork.

**ACADEMIC PLANNING COMMITTEE:** No report.

**GENERAL EDUCATION COMMITTEE:** Bill Jenkins reported that the committee has prepared forms for general education course proposals and for intensive components and has given disk copies to department chairs and each General Education Committee member. The forms are also available via the General Education link on the YSU homepage. If you need a form and all else fails, contact Jenkins at extension 2983.

Departments need to prepare and submit the course proposal parts as soon as possible. Forms for the intensive components are not needed as quickly. There will be workshops on the intensive components in the spring, with the notion that departments should submit proposals for the intensive components by fall. You may submit them earlier if you want.

**INTEGRATED TECHNOLOGIES, UNIVERSITY OUTREACH, LIBRARY, ACADEMIC RESEARCH, STUDENT ACADEMIC AFFAIRS, STUDENT ACADEMIC GRIEVANCE, AND HONORS COMMITTEES:** No reports.

**ACADEMIC EVENTS COMMITTEE:** Jim Morrison noted that he will transmit to the committee the president's offer to acquire college banners for students from each college to carry at graduation.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**ADJOURNMENT:** We adjourned at 4:33 p.m.

**REVISED SENATE ATTENDANCE SUMMARY/SINCE FINE AND PERFORMING ARTS ELECTIONS: 1999  
(Based on Initialed Attendance Sheets—2 Meetings Since New Elections Were Held)**

**Fine and Performing Arts (Elections Held Late)**

At Large  
1 of 2 Frank Castronovo  
1 of 2 Michael R. Crist  
2 of 2 Darla J. Funk  
2 of 2 Dennis R. Henneman

At Large (Cont'd)  
2 of 2 Allan R. Mosher  
2 of 2 John Murphy  
0 of 2 Jane Shanabarger

Departmental  
2 of 2 Greg Moring, Art  
1 of 2 Ed Largent, Music  
1 of 1 James LaLumia, Comm. & Th.

Patricia Sarro was a senator for 1997–98, not for 1998–99; please disregard the figure beside her name on the original 1998–99 attendance summary.

**Appendix B**

**Motion Approved at the Meeting of the  
Academic Senate Executive Committee  
Youngstown State University  
March 15, 1999**

To assure that Youngstown State University conducts a genuine and thorough search among a large and diverse pool of candidates for the presidency of YSU, the Executive Committee of the Academic Senate recommends the following to the YSU Board of Trustees and the Presidential Search Committee:

The criteria for a new President should emphasize a) demonstrated leadership and organizational skills and b) the potential to enhance the growth and improvement of the University.

Applications should be encouraged and welcomed from talented individuals in education, the business and corporate world, foundations, government and public service, charitable agencies and organizations, professional societies, research institutes and “think tanks,” and other areas.

Applications from individuals in higher education should be encouraged and welcomed from faculty, administration, and staff independently of years of service in a given capacity.

**Contact person for inquiries:  
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Chair of the Academic Senate  
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