

Kelty

MINUTES OF THE ACADEMIC AFFAIRS COMMITTEE MEETING

April 25, 1977

Members Present: Edgar, Hakojarvi, Khawaja, Quinby, Scriven, Shuster, Skarote, Vogel

Guest: Dean Sutton

Previous Minutes: The minutes of 4/18/77 were approved unanimously with some minor editorial corrections.

Labor Studies Technology: The Committee was informed that I. Khawaja represented it at the U.C.C. meeting on 4/18/77 and requested that the U.C.C. circulate the courses listed under this program. After a lengthy discussion the U.C.C. agreed to circulate the courses involved. Dr. Edgar noted that he would try to expedite the processing of this proposal by suggesting to Dean Paraska that a meeting of parties involved be held as soon as feasible.

Proposals from Dean Scriven:

- 1. Math 500

Dean Scriven informed the Committee of the difficulties that may be caused by the system of grading proposed by Dr. Brown in his memo to Dean Yozwiak. He also observed that any grading system that deviates from normal should come to this committee for its recommendation. The Committee agreed that the best way to handle the Math 500 situation would be to offer it on a competency basis.

- 2. ABC/NE

that

The Committee agreed that the revised "W-grade" policy sent to the Senate would correct the problem noted in Dean Scriven's note.

Recalculation of Point Average:

The proposal from the Dean's Council was discussed and Dean Sutton outlined the rationale for the proposal. The discussion included a suggestion that recalculation of a point average be restricted to first 45 hours of course work. It was finally agreed that no modification be made to the proposal as sent by Dr. Edgar. It was also noted that exception to the policy should be handled on a case-by-case basis, and such cases should be settled through administrative action. It was noted that, although the policy states that only students currently enrolled in the University may request this recalculation, this should not be interpreted on strictly a rigid basis; rather, a reasonable latitude should be allowed in the administration of this aspect of the policy.

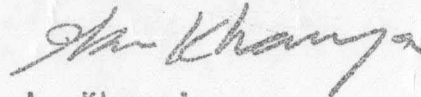
Point Average
Cont'd:

Prof. Vogel moved and Prof. Quinby seconded that the Academic Affairs Committee recommend the proposed change in recalculation of point average for Senate approval. The motion was approved unanimously.

Next Meeting:

The next meeting will be held on Monday, May 9, 1977 at 10:00 a.m. in the Dean's Conference Room, ESB.

Respectfully submitted,



I. Khawaja

PLEASE NOTE: No meeting on May 2, 1977.

YOUNGSTOWN STATE UNIVERSITY

INTER-OFFICE CORRESPONDENCE

TO Nancy McCracken, Academic Affairs

DATE 19 April 1977

FROM Jean Kelty, Acting Chairman, Senate Executive Comm.

SUBJECT

Confirming our phone conversation of the other day, I have asked Virginia Phillips, secretary of the Senate, to submit all policies determined by the Senate during the 1976-77 year to date to Mrs. Collins at the Library for compilation into a folder entitled "Senate Policies."

There will then be available to anyone who wishes to consult the material the following folders: 1) minutes of the Academic Senate, 2) condensed actions of the Academic Senate, and 3) policies of the Academic Senate. We will see that these are kept up to date.

copies: V. Phillips, Bus. Educ.
Mrs. Collins, Univ. Library

YOUNGSTOWN STATE UNIVERSITY

TO Dr. Jean Kelly
FROM 1/1/72 5/27/72

I am referring the attached

for your comment
for your attention
for your information
for your suggestions as to reply

Please return.

Please retain for your files.

DATE _____

- 1: This is in response to your memo of 4/13/72 asking for general policies, guidelines etc.
- 2: On that other committee let us try to meet once before the end of the quarter.

YSU 6/72

GUIDELINES - ACADEMIC AFFAIRS COMMITTEE

1. The Committee receives proposals from the Vice President Academic Affairs, Deans, School Committees, departments, and faculty in order to review and recommend to the Academic Senate. These proposals include the following:
 - a. Proposals dealing with the general University requirements.
 - b. Proposals dealing with academic standards.
 - c. Proposals for new majors, new degrees, and those changes in degree and major requirements which affect more than one department.
 - d. All other proposals within the charge of this Committee as defined by the Academic Senate.
2. The Committee has direct responsibility to the Academic Senate. It reports its actions and its recommendations to the Academic Senate.
3. The Committee meets on a regular basis; meeting at least 3 times per quarter.
4. The proposals are taken on a first come first serve basis, however, in certain cases special requests can be made to change the order of proposal consideration. Due deliberation will be given to each proposal.
5. In reviewing a proposal the Committee may ask for input from any relevant source within or without the University.

6. When proposals are made to the Committee the proposer is responsible for making such presentations and providing such data as the Committee may require for its evaluation of the proposal.
7. Proposal copies should be supplied by the proposer in sufficient number for distribution to the Committee members and guests.
8. Any Committee member may make or second motions.
9. Committee votes are not identified by name; however, any member may request his/her vote to be identified in the minutes.
10. No vote is taken on a motion while the proposer or any guests connected with the proposal are present.
11. When a proposal fails to get Committee recommendation for Senate approval, an explanation of this finding is sent to the proposer, who may ask for a reconsideration in writing to this Committee. Should the Committee's reconsideration result in another non-recommendation, a report of this action and the vote of the Committee will be presented to the Academic Senate as soon as possible.
12. The minutes are the responsibility of the chairman of the Committee. In addition to the Committee members, the relevant minutes are sent to all the guests attending a meeting, and copies of approved-minutes are sent to the Chairman of the Senate Executive Committee and to the Chairman of the Academic Senate.

13. The Committee may also undertake ongoing reviews of existing academic programs, academic regulations and policies as it considers necessary or as requested by the University community to insure against unapproved revisions.
14. The Committee reports quarterly to the Senate.

Adopted May 23, 1977