

MINUTES

ACADEMIC AFFAIRS COMMITTEE

YOUNGSTOWN STATE UNIVERSITY

DATE: Monday, March 10, 1969, at 4:00 P.M., in Central Hall, Room No. 2.

PRESENT: Chairman Behen, Dean Edgar, Prof. Botty, Dr. Bridgham, Dr. Dillon, Prof. Fortunato, Dr. Hare, Dr. Richley.

ABSENT: Vice-President Coffield, Prof. Alleman, Dr. Chrisp

1. Chairman Behen called the meeting to order at 4:05 P.M.
2. The minutes of the last meeting (March 3, 1969) were approved as distributed.
3. Chairman Behen reported that he is actively engaged in developing the statement intended to reflect the results of this committee's discussions on the absence-course grade problem.
4. The committee's attention was then drawn to the matter of the destruction of final and other examinations. General discussion on this matter resulted in a motion, initiated by Dr. Hare and seconded by Prof. Botty, that

"the Academic Affairs Committee recommend to the Senate that it adopt the following policy statement."

Policy Statement

It is University policy that all of a student's graded written work (including final examination) of any course is available to him for inspection.

Dr. Hare further moved, and Prof. Fortunato seconded, that

"the Academic Affairs Committee recommend to the senate that it approve the following two statements concerning implementation of the above policy."

- a. All members of the faculty, including limited-service members, are under an obligation to implement this policy by retaining, for at least 30 days after the close of the course, all such graded written work which has not previously been returned to the student.
- b. This policy is to be further implemented by including the Policy Statement in the YSU Bulletin, statement (a.) above in the YSU Faculty Handbook, and by effective action on the part of all department chairmen.

5. The next meeting will be announced by the chairman.
6. Meeting adjourned at 5:10 P.M.

Victor A. Richley
Recorder

VAR:ams

cc President Pugsley
Dean Coffield
Dean Edgar
Prof. Alleman
Dr. Behen
Prof. Botty
Dr. Bridgham
Dr. Chrisp
Dr. Dillon
Prof. Fortunato
Dr. Hare
Prof. Niemi
✓ Mrs. Schnuttgen