

MINUTES  
Of The Meeting  
Of  
THE ACADEMIC AFFAIRS COMMITTEE

Thursday, March 13, 1980  
3:00-4:00 p.m.  
Room 215 Engineering Science

Present:	Dr. Baldino	Dr. Kougl
	Dr. Hahn	Dr. Munro
	Dr. Hill	Dr. Richley
	Dr. Khawaja	Dr. Scriven

ACTIONS

1. The chairman called the meeting to order. He asked for the disposition of the minutes. A member referred to page one, paragraph three, the last sentence, and pointed out typographical errors in the spelling of Jenkins. He then referred to page two, the third paragraph, and wished that the statement be made more clear as to what "it" is that is being referred to. Dr. Hill offered to editorially put information in the statement. It was agreed.

Another member wondered if the statement on page two, paragraph six, is clear enough. A member suggested inserting the word redesign before the word requirement.

Dr. Hill asked for a motion to approve the minutes as amended. Dr. Baldino moved, and Dr. Kougl seconded. The minutes were approved unanimously.

2. The chairman proposed that an informal question and answer discussion about the McCracken proposal begin at this time, with the questions to be directed to the guest, Dr. Yozwiak, under whose administration the program would be implemented.

Dr. Hill asked Dr. Khawaja to lead off the discussion because he seemed to have specific questions to ask.

Dr. Khawaja said that one of the primary concerns was the mechanics of putting it in the catalog and taking it out. He said that the second concern has to do with some of the things that really are not necessary to be looked at before this program would be approved on the permanent basis.

Dr. Yozwiak began by saying that the hardest part of getting an interdisciplinary program approved is to get approval from everybody, which is an impossible situation.

Dr. Yozwiak said that the only interdisciplinary program that they

have on this campus that seems to be continuous is Man and Technology. They have managed somehow to sustain.

He said that if they had waited until they had gotten approval from every department, the current proposal wouldn't have been ready yet. He said that it gets to the point that one has to make some kind of gamble; what this is is a gamble.

Dr. Yozwiak said that in order to avoid difficulties with departments and to expedite it, they are breaking new ground in that they are assigning courses in Arts and Sciences. It is intended primarily to attract those people attending the weekend college.

Dr. Yozwiak iterated some of the things which Dr. McCracken said during his introduction of the proposal when he met with the committee.

A member asked if it is clear that without funding this will not take place; he thought he had recalled McCracken saying that it may be offered even without funding.

Dr. Yozwiak answered by saying that it would take a lot of work. He said that whether or not it would be offered without funding would depend on the good will of the faculty.

Another member said that he recalled McCracken saying that it could be implemented without funding, but that he did not think that they would attempt to do it.

A member asked if it would appear at the end of the Arts and Science section. Dr. Yozwiak said he is not sure whether it will appear at the beginning or end.

A member said he is unclear on how the writing courses are going to be applied to the students' programs.

Dr. Yozwiak said some of the courses are earmarked for certain areas.

The member asked if he is satisfied that every one of the courses will have a home. Dr. Yozwiak said he is not saying that any of them have a home in a department right now. He said that they will be carried by Arts and Sciences until it is decided whether or not to keep the program permanently.

The member asked if he thinks there is going to be any difficulty in departments accepting those courses.

Dr. Yozwiak stated that departments do not have to accept them; it will be up to the Dean's office to approve courses; these will go only for general requirements.

The involvement of faculty who are not full-service faculty was discussed. A member said that this is due to inflexibility in some existing schedules.

The chairman asked if there are any additional comments or questions pertaining to Dr. Yozwiak's involvement in the program.

A member said that in terms of the approval and the report to the Senate, we should make sure that certain points are made clear--the time it is being offered, when it will be evaluated, and that at this time this was our understanding, and the conditions for approval. He said that this should be part of the report to the Senate--not just in the minutes.

The discussion ended, the chairman thanked the guest, and he left.

3. The chairman asked what the committee's pleasure is. A member suggested that the chairman write up a motion for approval with all these points, send it to them, and they could then think about it and change it as is needed. This would avoid working with a complex proposal.

A member said that as part of that statement there should be a point about the time limitation and also review and evaluation which would involve the normal channels.

Dr. Hill asked if there is consensus. It was agreed.

4. The chairman asked for a motion for adjournment. Dr. Scriven moved, and Dr. Hahn seconded. The meeting was adjourned.

*Chair - Senate Exec. Comm.  
J. Kelly*

To: Dr. Gillis- V.P. for Academic Affairs

From: Dr. Joseph Altinger- Honors Director. *JA*

Reason: University Honors Program

A. Brief History:

\*Those items with \* have pertinent enclosures.

1. Our current honors program was established by the faculty senate in 1977.
- \*2. The position of Honors Director was established by Dr. Edgar in March, 1978.
3. The charge of the Honors Comm. is to recommend to the Senate new policies and changes in existing policies pertaining to the Honors Program, and to report annually to the Senate
4. The Honors Committee, in conjunction with the Academic Affairs Comm. and the Univ. Curric. Comm., is proposing to the Faculty Senate a motion dealing with:
  - a) Minimum Standards
  - b) Protocol for Honors Courses
  - c) Protocol for Honors Seminars
- \*5. On March 17th, 1980, Dr. L. Rand circulated a memorandum halting all new Honors Proposals until the minimum standards are approved by the Senate.

B. Strengths:

1. The Dept. of Math and Computer Science has four(4) sets of Honors Courses.
2. The English Dept. has a well established Honors Composition course.
3. The English Dept. has a well developed verbal testing program useful for identifying prospective Honor Program students.
4. Contact with the National Collegiate Honors Council and the Mid East Honors Association is maintained through the Honors Director.
5. The Admissions Office has been supportive in supplying information on our students.
6. The Honors Director has access to student records via the memorex Terminal
7. The Director is actively involved with the Gifted and Talented Office of the Youngstown School System.
8. Funding for meetings of the MCHC and MEHA has been Category I through the office of the V.P. for Academic Affairs.

C. Weaknesses:

1. Existing courses for the most part have highly restrictive prerequisites ( i.e. they are for majors in that subject area)

2. The Honors Seminars frequently cause overtime and some chairmen and some deans will not allow this.
3. Honors courses have been dropped without consulting the Honors Director. This makes it hard for recruiting purposes.
4. Curriculum proposals relating only to the Honors Program must go through a Dean before going to the University Curric. Comm.
5. Only one faculty member belongs to the National Collegiate Honors Council.

D. Needs:

1. Separate listing of Honors Seminar from Arts & Science section
2. 500, 600 and 800 level Honors Seminars. 500 & 600 to be 2 + 2 + 2 quarter hours and 800 to be 3 + 3 + 3.
3. Allow new proposals for University wide Honors offerings to go from Honors Committee through Honors Director to University Curric. Comm.
4. Interactive Computer Storage & Program to handle records of students actively pursuing the Honors certificate.
5. More Honors sections of "General Requirement" courses:  
i.e. a) Humanities  
b) Social Studies  
c) Math/Science
6. Funds for brochures, application forms, recruiting letters, phone service and file equipment.



HONORS DIRECTOR: JOB DESCRIPTION

1. Administer Honors Seminars in accordance with Protocols approved by the Faculty Senate.
2. Recruit incoming freshmen for the Honors Program.
3. Maintain records of students seeking an Honors Certificate.
4. Evaluate students who apply for an Honors Certificate.
5. Recruit faculty to offer Honors Seminars.
6. Offer workshops through the Faculty Development Office on the Honors Program, Seminars and Honors Courses.
7. Publicize the Honors Program.
8. Work with the University Honors Committee.
9. Represent YSU in the National Collegiate Honors Council and the Mid East Honors Association.




# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

March 6, 1978

## MEMORANDUM

To : Dr. Joseph Altinger  
Department of Mathematics

From: Dr. Earl E. Edgar   
Vice President for Academic Affairs

This is a somewhat belated confirmation of your status as Director of the University Honors program.

As we have discussed, this involves no released time from your duties as Associate Professor in the Department of Mathematics, but it does include an agreement, which I have checked out with Dean Yozwiak and your chairman, to provide you with class assignments that will not involve night teaching.

I wish you success in performing this important task for the University, and if I can be of any help, please do not hesitate to call on me.

blj

cc: Dean Yozwiak  
Dr. Brown

## Existing Program Review and Evaluation

### Part I. Program Description

The Honors Program is designed to identify and stimulate gifted individuals and allow for their maximum development. Benefits include: possible academic scholarships, small classes, association with other superior students, challenging academic experiences, and a special certificate for those who complete the requirements. Requirements for graduation from the honors program: 21 hours of Honors courses distributed among at least three departments, one university honors seminar sequence (9 hours) in addition to the above requirement, and a grade point average of 3.5 in all honors courses completed and at least 3.4 overall at the time of completion of the honors program requirements.

Part II. Gifted and talented students are those who are capable of high performance by virtue of superiority in one or more of the following areas:

- 1.) General intellectual ability.
- 2.) Specific academic aptitude.
- 3.) Creative or productive thinking.
- 4.) Leadership ability.
- 5.) Visual and performing arts.
- 6.) Psychomotor ability.

FACT: Gifted and Talented students need special programs in order to develop fully!!!

This fact is established in Cohen's "The Superior Student in American Higher Education"; National Collegiate Honors Council's Journal "Forum"; the U.S. Office of Education's Report to Congress on "The Education of the Gifted and Talented" (#75-502), and studies done by Educational Consulting Associates in California.

Contrary to common belief, the gifted and talented student not only needs assistance and guidance, but will actually suffer



from a lack of special programs.

The Office of Education Report #75-502 states on page 10 that studies indicate a minimum of 3 to 5 per cent of a school population will be encompassed by the aforementioned description of who are gifted and talented. Using 15,000 as our population, we have at YSU, from 450 to 750 students who should be receiving special programs.

Questionnaires and meetings undertaken during the 1978-79 school year at YSU bear out these findings. Faculty and students alike expressed the need for special, non-traditional, innovative and challenging educational experiences for the gifted and talented students already enrolled at Y.S.U.

#### Part III.

The Honors Committee has requested a report each quarter from the Honors Director. The Senate requires an annual report from the Honors Committee.

The Honors Director has developed the following plan for review and evaluation. It is based on findings by the National Collegiate Honors Council and "A Survey of Leadership in Education of Gifted and Talented Students", Silver Springs, Md. 1971.

- 1.) List of Honors sections and seminars offered and run each year.
- 2.) Number of students enrolled in Honors classes and seminars.
- 3.) Re-evaluation of students (a random sample) to be sure their programs are appropriate and productive.
- 4.) Alumni contacts to ascertain needs and suggested modifications.
- 5.) Faculty surveys to determine current results, strengths and weaknesses.

#### Part IV. Program Review and Evaluation.

1. Currently there are no formal Honors Program students. By Fall of 1980 the first class should be formally admitted.
2. Departmental and faculty participation has not been developed to their fullest potential.
3. Not enough unconventional curriculum opportunities are

available.

4. Although no budget is set for the Honors Program, Dr. Edgar's office has been fully supportive of all requests.
5. Contact with career specialists is minimal although all reports point strongly to the positive value of career orientation.

#### Part V. Program Modification

"The most important effect of the Honors movement in past decades has been experimentation, and from this, innovation in undergraduate education . . . honors program should be the experimental arm of the University."

Superiors Student, Nov.-Dec. 1964, p. 8

- 1.) Annual faculty workshops on Honors Programs.
- 2.) Workshops for secondary teachers to inform and coordinate.
- 3.) Formation of a coordinating Comm. with Honors and local gifted and talented personnell and parents
- 4.) Proposed BS-MS in mathematics achievable in 4 years of study.
- 5.) Annual recruitment program at freshmen level.
- 6.) Honors Seminars at 500-600 and 800 level to complement the existing 700 level seminar.
- 7.) Organize alumni and community mentor program.
- 8.) Educational research on students - methods - content and comparisons with traditional, non-traditional and developmental students.
- 9.) By 1980 a file cabinet, filing equipment.
- 10.) By 1985 a secretary for Honors Office.

HONORS REPORT: Spring, 1979

I. Existing honors courses:	
1. English 550H Composition	4
2. English 551H Composition	4
3. Math 523H	4
524H; Survey of Mathematics	4
4. Math 571H, 572H, 673H, 674H; Calculus	18
5. Math 580H, 581H, 681H; Biomath	10
6. Economics 621H, 622H; Principles of Econ.	7
7. Music 570H, 571H, 572H; Theory	12
8. University Honors Seminar; 701, 702, 703	9
9.* Computer Science 600H	4
10.* Management 750H	4
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II. Honors courses not having restrictive prerequisites:

1. English 550, 551	8
2. Math 523, 524	8
3. Econ. 621, 622	7
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III. These are academic scholarships available to encourage Honor students to enroll at Y.S.U.

IV. An early admissions policy exists to bring Honor students to Y.S.U. prior to high school graduation.

V. From Winter, 1978 to Fall, 1979 an Honors Seminar was given on "Creativity" by Drs. Altinger, Atkinson, Spideman.

VI. Letters were sent to all faculty to find those interested in the Honors program. This was followed by 2 meetings with interested faculty. As a result of these 2 meetings a second letter was sent to the faculty who has expressed interest. The second letter requested a commitment to writing a new honors section of a course or designing an honors seminar. To date, 4 responses have been received, 2 for courses, and 2 for seminars.

A. The Honors Seminar selected for 1979-1980 was Humanistic Perspectives on Medicine to be conducted by Lorraine Y. Baird and Carol A. Kimbrough.

VII. A list of characteristics of Honors teachers was distributed to those faculty expressing an interest in the honors program.

VIII. In order to assist faculty members in developing Honors Seminars and Honors Courses protocols have been devised. Each protocol outlines the procedure that is followed in proposing a Honors Course or Honors Seminar.

IX. A description of the Honors Program will be incorporated in the new catalogue. (Description attached.)



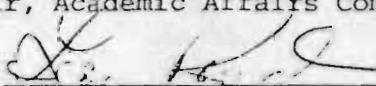
# YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

March 17, 1980

## MEMORANDUM

To: Dr. Altinger, Honors Director  
Dr. Jenkins, Chair, University Curriculum Committee  
Mr. Owens, Chair, Fine & Performing Arts Curriculum Committee  
Mr. Earnhart, Chair, Arts & Sciences Curriculum Committee  
Mr. Ciminero, Chair, CAST Curriculum Committee  
Dr. Swan, School of Education Curriculum Committee  
Dr. Rao, Chair, School of Bus. Admin. Curriculum Committee  
Dr. Khan, Chair, School of Engineering Curriculum Committee  
Mr. Baer, Chair, Senate Honors Committee  
Dr. Feitler, Chair, Senate Executive Committee  
Academic Deans  
Dr. Hill, Chair, Academic Affairs Committee

From: Dr. Leon Rand   
Acting Academic Vice President

Because the Academic Affairs Committee and the Honors Committee are still considering various policies and standards for the Honors Program, I am requesting that the University Curriculum Committee not consider any new course proposals for the Honors Program from any sources (department, school, or dean) until such standards are approved by the Senate.

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