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Academic Council Meeting Agenda and Minutes, March 7, 1983

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Wright State University - Main Campus


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Wright State University
Dayton, Ohio 45435

February 24, 1983

To: Members of the Academic Council and University Faculty
From: Charles Hartmann,  Steering Committee Chairer and
Vice-President of the University Faculty

Subject: Agenda for Academic Council Meeting of Monday, March 7, 1983, 3:10 p.m.

Place: Rear Section of the University Center Cafeteria

Agenda:

- I. Call to order: John Beljan, presiding
- II. Approval of minutes of February 7, 1983 meeting
- III. Report of the President: Robert J. Kegerreis
- IV. Report of the Steering Committee: Charles Hartmann
- V. Reports of the Standing Committees:
 - A. Curriculum: James Kane
 - B. Faculty Affairs: John Talbott
 - C. Library: Cynthia King
 - D. Student Affairs: Barbara Denison
 - E. Budget Review: Donald Pabst
- VI. Report of the Academic Council Representative to the Athletic Council:
Elizabeth Harden
- VII. Old Business:

Motion to approve Guidelines for Non-Contact Course Credit which were distributed by the Curriculum Committee at the February 7, 1983 meeting.
- VIII. New Business:
 - A. Motion to approve the 1984-85 University Calendar (Attachment A)
 - B. Election of a temporary representative to the Steering Committee from the Science and Engineering constituency to replace E. Kmetec who will be on professional leave during Spring Quarter 1983.
 - C. Ratification of Steering Committee's appointment of J. Emanuel as Chairer of the Parking Services Committee to replace T. Von der Embse who will be on professional leave during Spring Quarter.
- IX. Adjournment

CH:mlr

Attachment

ACADEMIC COUNCIL
MINUTES
March 7, 1983

- I. The meeting of March 7, 1983, was called to order by Chairman Pro Tem John R. Beljan at 3:10 p.m. in the Cafeteria Extension of the University Center.

Present: J. Beljan, D. Burd, C. Cary, J. Cross, R. Fox, J. Gabbert,
R. Gardier, C. Hartmann, J. Hemsy, J. Jacob, M. Kapp,
R. Kegerreis, C. King, T. Knapke, G. LeBoeuf, B. Mann,
M. Mazey, M. Moloney, A. Parisi, J. Poppe, B. Guess,
S. Sexson, C. Snyder, J. Talbott, D. Thomas, E. Wetter,
R. Williams

Absent: H. Andrews, R. Dixon, T. Farrow, B. Hutchings, J. Kandel,
E. Kmetec, D. Orenstein, D. Organisciak, B. Tea

Chairman Beljan welcomed Bill Guess as the new student representative from the School of Graduate Studies. James Jacob served as Parliamentarian in the absence of Ira Fritz.

- II. A motion was made, seconded, and passed to approve the minutes as presented of the February 7, 1983 meeting.
- III. Report of the President, Robert J. Kegerreis: No report
- IV. Report of the Steering Committee, Mr. C. Hartmann, Chairer, reporting:
- A. Steering met on February 18 to prepare the agenda for today's meeting of Academic Council and to discuss other items of business as included in this report.
- B. Steering discussed with Ms. E. Harden the recent decision by the Athletic Council to deny membership to the faculties of the School of Medicine and Professional Psychology to the Athletic Council. The Secretary of the Steering Committee was directed to communicate with the Chairer of the Athletic Council, Mr. C. Benner, Steering's belief that the faculty of these schools are full participants in governance of the University and that the policy and resource questions associated with intercollegiate athletics fall within their area of stake, competence, and expertise. Steering urged the Athletic Council to reconsider its decision and invite faculty representatives from those two constituencies.
- C. The attention of Steering was directed to Article IV, Sections 1 through 3 of the Faculty Constitution which affords to the Academic Council a right of referendum over actions taken by other councils. Reference was made to this provision in the secretary's letter to the Chairer of the Athletic Council, and a request was made that the Athletic Council Bylaws reflect this relationship. Ms. E. Harden will report later at this meeting on this and other matters of concern of intercollegiate athletics.
- D. Steering met with Mr. C. Phelps, representative from the Calendar/Elections Committee, to discuss the calendar changes the committee is recommending to the 1984-85 calendar. The calendar will be moved today under New Business and acted upon as Old Business at the April 4 meeting.
- E. Steering referred to the Calendar/Elections Committee for study a number of requests from several faculty members to be permitted to vote by proxy at faculty meetings. The committee has completed its study of proxy voting and other issues related to attendance at faculty meetings and has a report to make today on these issues. The agenda of today's meeting will be amended to include a report by Mr. G. Bernhardt from the Calendar/Elections Committee.

- F. It will be necessary to suspend the rules under New Business to permit the election of a representative from the Science and Engineering constituency to replace Mr. E. Kmetec on the Steering Committee for the duration of his Spring Quarter 1983 professional leave.
- G. It will be necessary to suspend the rules under New Business to permit ratification of the appointment by Steering of Mr. J. Emanuel as Chairer of the Parking Services Committee during Mr. T. Von der Embse's professional leave during Spring Quarter 1983.
- H. Steering asked the Curriculum Committee to undertake a study of the drop date.
- I. Steering invited the President to meet with Steering on March 11 to discuss a process for implementation of an administrative review process which the faculty requested at its meeting on February 15.
- J. Steering invited Mr. D. Pabst, Chairer of the University Budget Review Committee, to meet with Steering on March 11 to discuss the relationship between UBRC, the faculty, and the administrative staff.
- K. The following meeting dates for Steering have been established for the remainder of the academic year:
 - March 11 and 18, 2-4 p.m.
 - April 15 and 22, 2-4 p.m.
 - May 13 and 20, 2-4 p.m.

The May meeting will be chaired by the new Vice-President of the Faculty, James Jacob, who will assume office at the Spring Quarter Faculty Meeting on May 10.

- L. Steering will discuss the following at its meetings of March 11 and March 18:
 1. A status report on the implementation of the new Early Retirement Plan, a discussion to which Mr. A. Spiegel, Chairer of the Retirement Committee, has been invited.
 2. The implications of actions taken by the faculty at their meeting of February 15, specifically those actions involving institutional membership in Division I of the NCAA and the planning process for capital projects.
 3. The Faculty Affairs Committee recommendations made at the Faculty Meeting of February 15. Mr. J. Talbott, Chairer of the Faculty Affairs Committee, has been invited to attend the March 11 meeting to discuss these recommendations with Steering and to also provide a report on the Tax Seminar his committee sponsored on February 17.
 4. A recommendation for joint membership on College and University Library committees.
 5. A recommendation from the Admissions and Curriculum Committees on a High School Articulation Policy.
 6. Concerns from the Student Affairs Committee about grade appeal processes in some colleges.

A report of these discussions will be made at the April 4 meeting of Academic Council.

V. Reports of the Standing Committees:

A. Curriculum Committee, Mr. J. Kane, Chairer, reporting:

1. Curriculum has been meeting routinely on alternate Fridays. Routine business consisted of three course inventory requests and eight course modification requests. Two nonroutine business requests were processed which will be presented under New Business at today's meeting.
2. The following changes to the General Education Inventory which Academic Council approved at its February meeting should be noted:
 - a. Delete PLS 212 and PLS 213. These requests originated with the Political Science Department and do not require action by Academic Council.
 - b. Change the number of HST 120 to HST 220. It is the same course but a different number.
3. Current business consists of discussions which is hoped will lead to recommendations which Curriculum will make concerning policy and procedures for approval of undergraduate certificate programs. Also Curriculum is having discussions leading to recommendations of policy and standards for academic "minors" at Wright State.
4. Curriculum Committee has been meeting jointly with the Admissions Committee concerning an admissions policy statement in relationship to the Wright State High School Articulation Policy. A report will be made at the April 4 Academic Council Meeting.
5. Editorial changes should be made in the undergraduate catalog concerning General Education Requirements, Area Three, Groups A and B. The Curriculum Committee's recommendations agree with those put forth by the Council of Deans and will result in the following editorial changes:
 - a. The statement, "Nine courses (twenty-seven hours) required.", will be changed to changed to read: "Twenty-seven hours required."
 - b. Under Groups A and B, the statement, "Three courses (nine hours) minimum.", will be changed to read: "Nine hours minimum."

B. Faculty Affairs Committee, Mr. J. Talbott, Chairer, reporting:

1. The University Faculty Affairs Committee will sponsor a generic presentation on tax deferred annuities on April 7 in the Faculty Dining Room at 4:00 p.m.
2. The committee, in conjunction with the Vice-President of the Faculty, has been invited to interview the Provost candidates who are invited to the campus. The committee will be acting as the representative of the faculty in making recommendations concerning the candidates.
3. In regard to the Due Process Hearing Board, the committee recommended that the Due Process Hearing Board recess until April 20.
4. The committee was asked to examine the issue of health insurance benefits for those families in which both husband and wife are employed by the University. The University has arranged to change the level of coverage to family coverage for the spouses of the families involved. In essence, this action restores the reduction in benefits for these families as a result of the change in carriers.

C. Library Committee, Ms. C. King, Chairer, reporting:

1. Faculty participation in the Approval Plan has increased.
2. The Committee on the Future of the Library (a committee appointed by the Provost and chaired by Mr. Weisman) had a consultant from Arthur D. Little on campus recently. The message was that information costs and will cost much more in the future.
3. An attempt is being made to establish formal links among Departmental Library representatives, College Library committees, and the University Library Committee.
4. The University Library is now publishing a monthly information bulletin.

D. Student Affairs Committee, Ms. B. Denison, Chairer, reporting:

1. Student Affairs Committee has met twice in the last month.
2. The committee discussed the current academic mediation policies. It is recognized that the existing policies are being tested and revised as the first appeals are being processed. The committee has prepared guidelines for college policies and will submit these to Steering Committee on March 18.

E. University Budget Review Committee, Mr. D. Pabst, Chairer, reporting:

1. Since the last Academic Council meeting, UBRC has held weekly meetings.
2. NCAA Division I. UBRC discussed reports from the UBRC Subcommittee on Intercollegiate Athletics chaired by Mr. S. Frederick and the Athletic Council chaired by Mr. C. Benner. Athletic Director Mr. M. Cusack also attended as a guest of UBRC. On the basis of the reports and discussion, UBRC voted to endorse the movement of NCAA Division I status at the earliest practical date.
3. Walker Subcommittee Report on Faculty Contracts. Mr. James Walker was a guest of the committee to discuss the report which had earlier been reviewed by the UBRC. UBRC voted to endorse the report.
4. New Information Processing System. UBRC heard a report from Mr. J. Hamel, Vice-President for Administration, on the implementation and costs of the new system.
5. Faculty Compensation Policy. UBRC reviewed the comments received at "open hearings" on the proposed policy and proposed amendments included in the document distributed at the University Faculty Meeting on February 15. The UBRC then voted to endorse the amended policy.
6. Summer Session Policy. At the request of the Faculty Vice-President, UBRC reviewed the proposed Summer Policy. For additional input, UBRC has invited Messrs. W. Hutzel, J. Talbott, and J. Walker.
7. STRS Pick-Up on Pick-Up. The UBRC subcommittee recommended that outside tax advice be obtained before implementation of the new pick-up. This recommendation was accepted by UBRC. Because of the time involved in obtaining this advice, UBRC agreed with the administration recommendation that the target date for implementation would have to be delayed to July 1, 1984.

8. 1983-84 Salary and Compensation Recommendations. During future meetings of the committee, this topic will have top priority. On the basis of information obtained to date, the committee will undoubtedly recommend "very significant" improvements in salary and compensation.

Discussion followed the report by Mr. Pabst concerning possible fee increases. President Kegerreis commented that other universities in Ohio have announced or are considering increases ranging from 7 1/2 to 15%. There is no estimate at this time on possible fee increases for Wright State; however, a decision should be made in the next few weeks. There will, however, be no fee increase for Spring Quarter 1983.

Question was raised regarding the implications of the recent state tax hike on education in Ohio. President Kegerreis met with the governor and his staff on questions related to this topic. There will be no excess funds created by the 90% surtax increase in the personal income tax, and any funds created will be devoted to budget balancing and paying the increased costs of unemployment compensation, welfare, and other social service payments. It is expected that total expenditures will increase by considerably less than 5%, which will not match the current rate of inflation, meaning that we will be on a continuingly austerity budget for at least the budget year beginning July 1. There is some optimism about the second year of the biennium. The governor's budget message will be presented March 30.

F. Ad Hoc Calendar/Elections Committee, Mr. G. Bernhardt, Chairer, reporting:

1. As charged by the Steering Committee, the Calendar/Elections Committee reached conclusions on two issues at the March 1, 1983 committee meeting and recommended:
 - a. That the day and time of the Quarterly University Faculty Meeting remain as it is currently scheduled. Each committee member surveyed his/her college, and this was the preferred choice by a wide margin. If there were to be a change, the second choice would be the finals week, at a time when finals are not scheduled. There was almost no support at all for cancelling classes at any time or day. The committee feels that a change is not warranted at this time and not the reason for poor faculty attendance.
 - b. That proxy voting for University Faculty Meetings not be approved. There was no support for this suggestion. Proxy voting seems to suggest that a faculty member could not or would not be influenced by additional information or debate at the Faculty Meeting. Proxy voting would not help attendance at meetings.

VI. Report of the Academic Council Representative to the Athletic Council, Ms. E. Harden, reporting:

- A. In addition to routine matters, the Athletic Council has discussed four major issues of University concern:
 1. Membership in the Athletic Council involving the Schools of Medicine, Professional Psychology, and Nursing. At the February 7 meeting of the Athletic Council, the council approved membership for the School of Nursing and did not approve membership for the Schools of Medicine and Professional Psychology. The main argument against representation was that neither of the schools had undergraduate programs. The Steering Committee met on February 18 and invited Messrs. Benner and Cusack and Ms. Harden to discuss a restructuring of the Athletic Council. Discussion was devoted to clarifying the Athletic Council's

relationship to the Academic Council. Mr. Benner sent a notice to members of the Athletic Council on February 16 affirming his belief that the two professional schools should have representation. At its March 4 meeting, the Athletic Council approved membership for the Schools of Medicine and Professional Psychology by a vote of 8 for and 1 abstention.

2. The move from Division II status to Division I. At the Athletic Council's March 5 meeting, this issue was discussed in regard to the faculty vote at the Winter Quarter Faculty Meeting. Discussed were the low attendance at the Faculty Meeting, the representativeness of the vote, the validity of the vote, and the possible implications of the vote for the athletic program. The Athletic Council did not take a revote on the issue. The general consensus was that the Athletic Council would continue to discuss and consider the implications and that Mr. Cusack will make extensive efforts to alleviate the uncertainty that anticipated additional income can offset increased expenses. One way to accomplish this is to utilize the open forum method and the Athletic Council Constitution does prescribe two such open forums per year.
3. The proposed Convocation Center. The only allusion was that the convocation center should not have been made a separate issue from Division I at the Winter Quarter Faculty Meeting. At its February meeting, Athletic Council did discuss the use of the convocation center but did not vote on the issue.
4. The Athletic Council's role in relationship to the Academic Council. This was discussed earlier by Mr. Hartmann in the report of the Steering Committee. Ms. Harden noted that the Faculty Handbook makes two comments on the matter, Section Two, pages 9 and 10. One comment is that the Academic Council has "referendum" and in the same section, however, it notes that the "Athletic Council does act in an advisory capacity to the President." Ms. Harden expressed the opinion that as it now stands (and the Athletic Council Constitution will need to be revised to reflect) that in terms of major policy making decisions, the Academic Council does exercise the right of referendum over the Athletic Council. In turn, it seems the General Faculty exercises referendum over the Academic Council, and that finally the President and the Board of Trustees exercise referendum over the General Faculty.

Questions followed Ms. Harden's report with question raised why the Athletic Council took a reversal on the decision to permit membership from the Schools of Medicine and Professional Psychology. Ms. Harden replied that it was partially a matter of rethinking the issue in response of Mr. Benner's memo. Mr. Hemsy, Secretary to the Athletic Council, felt there might have been some problem that the students and the representative from the Alumni Association felt that there would be an overbalance of faculty members on the council. Once it was clarified that the council was not to be so much a house of representatives as a senate and that different parts of the academic community should be represented, this may have been a partial reason for the reversal.

VII. Old Business: Guidelines for Non-Contact Course Credit.

Ms. M. Mazey made a motion to approve the Guidelines for Non-Contact Course Credit (Attachment C to the Academic Council Minutes of February 7, 1983). Motion seconded.

Mr. J. Kane, Chairer of the Curriculum Committee, provided background information on this proposal. This proposal is in response to the Academic Council's charge to the Curriculum Committee to develop criteria and procedures for approving exceptions to the 50-minutes per week per credit standard. A University Curriculum Committee report dated January 10,

1969, concerning undergraduate student load states that the credit hour is based upon 50 minutes of instruction each week for a period of one quarter and points out that laboratory courses will generally require a greater expenditure of time for each credit hour concerned. In addition to these 50-minute credit hour courses and laboratory courses, there have always been reading and independent research courses. Of most recent concern has been the "non-contact" credit hour. This proposed set of guidelines is a response to the need for a policy statement.

Discussion followed concerning the statement in paragraph 2) which reads, "Typically, a unit of credit would require at least ten hours of work." There was concern expressed that this statement may confuse the student as there are instructors who expect more than ten hours of work for an hour's worth of credit. Mr. R. Wagley, one of the authors of the proposed guidelines, responded that this statement was meant to clarify and was not meant to be a guideline and he would have no objection to having this statement removed. Ms. M. Mazey amended her motion with the agreement of the second to delete the sentence, "Typically, a unit of credit would require at least ten hours of work."

Question called. Voice vote taken on motion as amended. MOTION AS AMENDED PASSED.

VIII. New Business:

- A. 1984-85 University Calendar (Attachment A to Agenda). Ms. M. Mazey made a motion to approve the proposed 1984-85 University Calendar. Motion seconded.

Mr. G. Bernhardt, Chairer of the Calendar/Elections Committee, commented on the proposed calendar. The 1983-84 Calendar as approved at the Winter Quarter Faculty Meeting allowed classes that met at 4:00 p.m. or later on the Wednesday evening before Thanksgiving to be cancelled. The rationale for not doing this for the 1984-85 Calendar is because there are not 11 Wednesdays in Fall Quarter 1984-85 as there were in 1983-84. Another change is that final examinations for Winter Quarter 1985 were compressed in order to have a full week for spring break.

Question was raised concerning determination of the drop date. Mr. L. Falkner, Registrar, responded that the 1968 Academic Council decided that the drop date should be during the eighth week of class. The drop date for Winter 1983 fell in the ninth week which was an error.

Question was raised if there had been an effort to coordinate the celebration of Martin Luther King Day with local school districts. Mr. Bernhardt replied that this issue was discussed and there was no strong sentiment to change the holiday to coordinate it.

The proposed 1984-85 Calendar will appear as Old Business for action at the April 4 meeting.

- B. Election of a temporary representative to the Steering Committee from the Science and Engineering constituency to replace E. Kmetec who will be on professional leave during Spring Quarter 1983. Motion was made, seconded, and passed to suspend the rules to permit action on this subject at this meeting.

Mr. J. Hemsy made a motion to nominate Robert Dixon as the representative from Science and Engineering. Motion seconded. There were no other nominations. MOTION PASSED by voice vote. Robert Dixon was elected.

- C. Ratification of Steering Committee's appointment of J. Emanuel as Chairer of the Parking Services Committee to replace T. Von der Embse who will be on professional leave during Spring Quarter. Motion was made, seconded, and passed to suspend the rules to permit action on this subject at this meeting.

Motion was made and seconded to ratify this appointment. MOTION PASSED by voice vote.

- D. Proposals submitted by the Curriculum Committee, Mr. J. Kane:

1. Two course inventory requests are submitted for optional grading for approval by Academic Council:
- a. REL 199, "Religion in Japanese Society" (a course for students participating in the Student Ambassador to Japan Program)
 - b. SPN 141, "Basic Spanish Conversation" (to be offered in the summer study program in Spain)

MOTION WAS MADE, SECONDED, AND PASSED to act on these requests at the April 4 Academic Council Meeting.

2. There have been standing exceptions to specific General Education requirements for certain programs. In order to insure that past exceptions will continue to be honored in the recently revised (February 7, 1983 Academic Council Meeting) General Education Inventory, the University Curriculum requests approval of the following motion by Academic Council:

The General Education Requirements will continue to honor the established waivers and substitutions specified in particular program requirements as listed in the 1981/83 Wright State Undergraduate Catalog. Any future waivers and substitutions must be approved by the University Curriculum Committee and the Academic Council.

MOTION WAS MADE, SECONDED, AND PASSED to act on this motion at the April 4 Academic Council meeting.

IX. Adjournment: Meeting adjourned at 4:00 p.m.

Date of next meeting: April 4, 1983