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Academic Council Meeting Agenda and Minutes, March 4, 1985

Elizabeth Harden

Wright State University - Main Campus

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Wright State University
Dayton, Ohio 45435

TO: Members of the Academic Council and University Faculty
FROM: Elizabeth Harden, Vice President of the University Faculty
SUBJECT: Agenda for Academic Council on Monday, March 4, 1985,
3:10 p.m. Place: Rear Section of the University
Center Cafeteria

AGENDA

- I. Call to Order
- II. Approval of Minutes of February 4, 1985
- III. Report of the President
- IV. Report of the Steering Committee: Elizabeth Harden
- V. Report of the Standing Committees
 - A. Budget Review: Jim Jacob
 - B. Curriculum: Peter Bracher
 - C. Faculty Affairs: Stephen Renas
 - D. Library: Terry McKee
 - E. Student Affairs: Judith Davis
- VI. Special Reports
 - A. Report from the Graduate and Research Councils -- Donald C. Thomas, Dean, School of Graduate Studies
- VII. Old Business
 - A. Undergraduate Policy Proposal: English for Non-Native Students -- Michael Williams, Chairer, University Admissions Committee
 - B. Faculty Emeritus Policy -- Stephen Renas, Chairer, University Faculty Affairs Committee
- VIII. New Business: None
- IX. Adjournment

ACADEMIC COUNCIL
MINUTES
March 4, 1985

- I. The meeting of March 4, 1985 was called to order by Chair Michael Ferrari at 3:10 p.m. in the Cafeteria Extension of the University Center.
- Present: C. Barbour, D. Barr, K. Beers, D. Cullman, B. Denison, R. Dixon, M. Ferrari, J. Fox, J. Halki, E. Harden, J. Kane, B. Kintner, J. Lancaster, C. Maneri, B. Mathies, P. Moore, C. Phelps, S. Renas, J. Sealander, A. Smith, J. Smith, J. Sullivan, C. Taylor, D. Thomas
- Absent: A. Bassett, S. Bowen, W. Brown, D. Carlson, J. Castellano, J. Eastep, J. Gayer, A. Islam, R. Kegerreis, T. Knapke, S. Peterson, R. Schosser
- II. A motion was made, seconded, and passed to approved the minutes of the February 4, 1985 minutes as presented.
- III. Report of the President. There was no report as President Kegerreis was on a foreign mission with a group of university presidents. Michael Ferrari reported:
- A. Effort is underway to solicit department chairs, deans, advisors, vice presidents, and others, for funding requests for the coming year in order that a budget proposal might be presented to the Board of Trustees in April.
- B. Searches for the position of the President, the Dean of Science & Engineering, the Dean of the College of Business and Administration, the Director of Institutional Studies, and the Director of Alumni Affairs are now in their final stages in an effort to fill these administrative positions before the academic year is concluded.
- IV. Report of the Steering Committee, Elizabeth Harden, Chair, reporting:
- A. The Steering Committee has met twice since the February 4 meeting of Academic Council. The February 7 agenda included:
1. Provost Ferrari's update -- Focused on questions about the Campus Master Plan -- landscaping, traffic patterns, accessibility, space utilization, and future sites of possible buildings.
 2. Academic Council Review. Steering was pleased with the passage of all major issues at the February 4 Academic Council meeting. Steering members were urged to get as many faculty members as possible to attend the Winter Quarter General Faculty Meeting on February 12 so that votes on these important issues would be representative of faculty opinion.
 3. Academic Council Representative from Education. Steering agreed that since William Brown's term will expire in 1985, Bonnie Mathies' term will expire in 1986; this adjustment provides staggered expiration dates and allows for continuity in membership.
 4. Quadrennial Review Committee Chairship. Although there is a likelihood that Creighton Phelps will be unable to chair the committee through May, Steering tentatively decided to leave the chairship and membership intact since most of the committee's work will be finished by April.
 5. Buildings and Grounds Committee. Steering reviewed a proposal from Richard Williams on the role of the Buildings and Grounds Committee; Steering agreed that the committee should report to the Academic Council and make final recommendations to the administration. Mr. Williams was also appointed to the Multi-purpose Building Committee as an ex-officio member.

B. Steering heard two major reports at the meeting on February 21.

1. Research and Graduate Councils. Donald Thomas, Dean of the School of Graduate Studies, reported on the work of the Research and Graduate Councils this year. (His report is scheduled on today's agenda.)
2. Long-range Planning Within the School of Nursing. Jeanette Lancaster, Dean, School of Nursing, reported on a proposal for long-range planning within the School of Nursing that outlines a plan for retention and promotion of faculty in order to provide a flexible framework through which a doctorally-prepared faculty could be realistically achieved. Following discussion, Steering expressed support and agreed that the Faculty Affairs Committee should review it and provide recommendations. The Council of Deans has endorsed it and the AAUP will provide feedback on implementation.
3. Steering approved today's Academic Council agenda.

V. Report of Master Plan. Michael Ferrari announced that there would not be a Master Plan presentation, but urged everyone to observe the campus consultant's large chart and Library/Computer Center addition model on display. (The Master Plan presentation made on February 26 was taped and is available through David Atwater.)

VI. Report of the Proposed Smoking Policy. Michael Ferrari noted that copies of the Proposed Smoking Policy were distributed to the council at the February meeting. There was minimal response to his query of whether the council members had any comments or wished to make formal action on this issue.

Joseph Hamel reported on the background of this proposal: Many university staff members had suggested changes to Wright State University's current smoking policy. As a result of these suggestions, the smoking policies at other universities were researched and a revised smoking policy for Wright State University has been prepared. The proposed policy contains two major changes:

- It addresses smoking in the offices and interior work areas of the university.
- It states that the nonsmoking employee has the right to a smokeless environment.

The Professional Staff Advisory Council has reviewed this proposal; the classified employees will be polled for their opinions and suggestions.

VII. Report of Standing Committees

A. University Budget Review Committee, James Jacobs, Chair, reporting:

1. Professional Leaves Program. The UBRC is working with the Faculty Affairs Committee to try to reach a policy which would permit the creation of a new research leave program which, in conjunction with the professional development leaves, would offer the possibility of a competitive application process to receive fully-funded annual leaves from the university.
2. Compensation. Concerning fringe benefits and salary compensation, in conjunction with the administration's budget for the next fiscal year, the UBRC has recommended:
 - a. a continuation of the existing fringe benefits package;

- b. the core of the report of the recommendations by the Halki Committee on Medical Services be forwarded to the administration for implementation in order to increase Wright State University's program in the areas of wellness medicine, fitness medicine, and preventive medicine;
- c. a salary increase next year of similar magnitude to this year's.

B. University Curriculum Committee, Peter Bracher, Chair, reporting:

1. Drop Survey Form. The Drop Survey form and a brief procedure statement have been completed; the form is now being typed and will be ready for delivery to the Registrar later this week.
2. Minors. The snow delayed deliberations on the minor; a report should be submitted to the Academic Council at the April meeting.
3. General Education Implementation. The Curriculum Committee will meet next week to begin discussions about implementing General Education. There will be some preliminary announcements and recommendations early in the spring quarter. The University Curriculum Committee will assume the responsibility next year of supervising the first year of implementation; it is hoped that during the second year of implementation the responsibility will be shifted to a newly-created, permanent, University General Education Committee.

C. Faculty Affairs, Stephen Renas, Chair, reporting:

1. Faculty Emeritus Policy. The FAC will present a revised proposal for faculty emeritus status -- Old Business at today's meeting.
2. Faculty Professional Leave. Clarification: There was a misunderstanding at the University Budget Review Committee meeting when it was announced that the Faculty Affairs Committee had approved the proposal for supplemental leave. The Faculty Affairs Committee has not approved the proposal but is still considering the issue.

D. Library Committee, Terry McKee, Chair, reporting:

1. The committee's charge to study the use of monograph allocations by the various units is now in the information-gathering stage and should be completed in the spring quarter.
2. The Library Committee is in the process of interviewing the final candidate for the position of Assistant University Librarian for Public Services and Collection Development. The candidates are very experienced and have been very impressive. Filling this position should greatly improve the interaction between the faculty and the library to facilitate the collection development process.

E. Student Affairs, Judith Davis, Chair, reporting:

The Student Affairs Committee has met once since the last Academic Council meeting. It:

1. received a report from John Cwan, Executive Director of Student Auxiliary Services, on the student study/lounge space. The committee gave him some

recommendations to take back to the Planning Committee. One of the areas the Student Affairs Committee would like addressed is the need for graduate students' work/study area in the university.

2. discussed open recreation hours; James Dock, Assistant Athletic Director, will attend the next Student Affairs meeting to discuss this.

VIII. Special Reports

A. Report from the Graduate and Research Councils, Donald Thomas, Dean, School of Graduate Studies, reporting:

1. The site visit date for Wright State University's ten-year comprehensive evaluation is November 13-15. The self-study draft will be distributed to all department offices in approximately two weeks. Open hearings are scheduled for April 29, May 1, 7 & 9 at 2-3:30 p.m. in 172 Millett.
2. April 5 is the deadline for seed grant requests. They will be reviewed in April; rewards will be announced in May.
3. The fraud policy document has been reviewed by the Legal Affairs Office; the Research Council will work with the Steering Committee on this latest draft.
4. The Research Council has approved the indirect cost study. (Annually, the figures are put together for indirect costs for research and instruction; the study is sent to the Federal Government for approval and audit; the government designates a rate.)
5. The Graduate Council has been involved with the usual programmatic issues: Masters Degree in Logistics Management; Ph.D. in Computer Science Engineering; has reviewed the two cooperative doctorate programs for Wright State University Education Specialists Students with Indiana University and Bowling Green; has participated in the teacher certification standards; and has been involved in submitting a graduate program inventory to the Board of Regents in late December.
6. The Graduate Council's activities with other committees:
 - Policies Committee - working on a revised English for Non-Native Graduate Students document and considering the possibility of formally publishing thesis abstracts for Master Degrees.
 - Student Affairs Committee - involved with the allocation from the Scholarship Committee for graduate scholarships. A request has been submitted for almost double the amount issued in the past. Justification: 1) to award enough money to cover the cost of tuition and fees for one academic year for full and part-time students and 2) additional scholarships. (The current federal tax policy will require graduate courses to be taxed for waivers given to employees--which might have a negative impact upon enrollment at Wright State University.)
 - Membership Committee - approved seventeen applications for permanent graduate faculty, four tabled, two denied.

IX. Old Business

A. Undergraduate Policy Proposal: English for Non-Native Students, Michael Williams, Chair, University Admissions Committee, reporting:

1. This proposal was presented to the Academic Council in the spring and fall quarters of 1984. Mr. Williams reviewed the process used to reach the point of presenting the revised proposal (Attachment A) to the Academic Council.
 - Considered the policies and procedures of other institutions.
 - Reviewed the available data base regarding the number of non-native students that would be affected at Wright State University by the presence or absence of this policy.
 - Ongoing consultation and collaboration with Steven Lyons, International Student Advisor, and with the TESOL Committee.
 - Ongoing communication and collaboration with Donald Thomas, Dean of the School of Graduate Studies, on the Graduate Council regarding the policy proposals. (The most significant involvement between the University Admissions Committee and the Graduate Council was the result of the Fall Quarter 1984 deliberations before Academic Council where it was decided to split the policy proposals with graduate student and graduate teaching assistant policies being deliberated by Donald Thomas and the Graduate Council--and the Admissions Committee considering only the undergraduate student policy regarding non-native speakers.)
 - Frequent deliberations with numerous persons regarding the various working drafts with a wide invitation for feedback and input.
 - In the final phase the draft was sent for review to persons and offices that would be most affected or involved with implementation; feedback regarding anticipated problems was requested.
 - The title has undergone a slight revision: "Undergraduate Policy Proposal: English for Non-Native Students."
 - Implementation is scheduled for Fall Quarter 1986.

Discussion: During the discussion, samples of an acceptable and an unacceptable ESL essay, along with a writing placement evaluation, were explained to the council. The proposal (Attachment A) was reviewed.

By a voice vote, paragraphs 1, 2, and the Notes were amended.

The amended proposal is as follows:

"Undergraduate Policy Proposal: English for Non-Native Students

1. All undergraduate students whose native language is not English will complete a writing sample before registering for classes. In any case, they must complete the writing sample no later than the first week of classes. Students who have completed a writing sample will be permitted to register in succeeding quarters.
2. All undergraduate students whose native language is not English who complete a satisfactory writing sample may register for ENG 111.
3. All such students who do not complete a satisfactory writing sample must enroll in English for Non-Native Speakers. They can be certified to register for ENG 111 by completing a successful writing sample and by scoring 80 or better on the Michigan Test of English Language Proficiency.

Notes:

This policy also applies to all undergraduate transfer students whose native language is not English who have not passed the equivalent of ENG 111 at an accredited college or university."

A roll call vote was taken to adopt the amended proposal.

Voting YES: Barbour, Barr, Beers, Cullman, Denison, Ferrari, Fox, Halki, Harden, Kane, Kintner, Lancaster, Maneri, Mathies, Phelps, Renas, Sealander, A. Smith, J. Smith, Sullivan, Taylor, Thomas

Absent: Bassett, Bowen, Brown, Carlson, Castellano, Dixon, Eastep, Gayer, Islam, Kegerreis, Knapke, Moore, Peterson, Schosser

MOTION PASSED.

- B. Faculty Emeritus Policy, Stephen Renas, Chair, University Faculty Affairs Committee, reporting:

1. Mr. Renas reviewed the Faculty Emeritus Policy (Attachment B).

Discussion: There was concern over what should be a realistic number of years to qualify for emeritus status.

Motion was made to amend the Emeritus Policy to read: "The minimum length of service at Wright State University for nomination to emeritus status is ten years."

Following discussion, the motion was defeated by a voice vote.

Discussion: There was disagreement among the council members as to the definition of "emeritus."

A motion was made to continue tabling the proposal in order to allow the Faculty Affairs Committee to address specific points of concern. (These items should be addressed specifically to Stephen Renas or to the Faculty Affairs Committee.)

Motion was seconded and approved by a voice vote.

X. New Business

A. Report of the Quadrennial Review Committee, Creighton Phelps, Chair, reporting:

1. Mr. Phelps reviewed the report (Attachment C).
Dates scheduled for open hearings: March 14 & 25, at noon, in 221 Millett.

Motion was made and seconded to adopt the constitution as presented.

This will appear as Old Business at the April meeting.

B. Academic Council Representation and Elections, Larry Kurdek, Chair, reporting:

1. Mr. Kurdek reviewed the two proposals (Attachment D)
 - representation on Academic Council by constituency
 - procedures for running elections

A motion was made and seconded to adopt these proposals as presented.

This will appear as Old Business at the April meeting.

XI. Adjournment. Date of next meeting: April 1, 1985.

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Attachments