

11-5-1990

Academic Council Meeting Agenda and Minutes, November 5, 1990

Rudy H. Fichtenbaum

Wright State University - Main Campus, rudy.fichtenbaum@wright.edu

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Wright State University
Dayton, Ohio 45435

TO: Members of Academic Council and University Faculty
FROM: Rudy Fichtenbaum, Faculty Vice President
SUBJECT: Agenda for Academic Council Meeting on
Monday, November 5, 1990, 3:10 p.m., 155 A, B, & C--University Center

- I. Call to Order
- II. Approval of Minutes of October 1, 1990
- III. Report of the President: Paige Mulhollan
- IV. Report of the Steering Committee: Rudy Fichtenbaum
- V. Report of Standing and Ad Hoc Committees
 - A. Building & Grounds Utilization & Planning: James Runkle
 - B. Curriculum: Susan Praeger
 - C. Faculty Affairs: Gregory Bernhardt
 - D. Library: Gordon Welty
 - E. Student Affairs: Lewis Shupe
 - F. University Budget Review Committee: James Sayer
- VI. Old Business
 - A. Call for Nominations for Academic Council Representative to University Promotion & Tenure Committee
Nominees: Charles Hartmann, Mary Lou White (Additional nominations will be accepted from the floor)
- VII. New Business
 - A. Wright State University Final Exam Policy for Fall, Winter, and Spring Quarters:
Gregory Bernhardt, University Faculty Affairs Committee

It is the policy of Wright State University that no comprehensive exam may be given during the last week of classes. If a final exam is scheduled, it must be given during the time period designated by the Registrar. Any deviation from this policy requires written agreement from the appropriate department chair or dean.
 - B. 1992-93 Academic Calendar
- VIII. Announcements and Special Reports
 - A. Next Academic Council: Monday, November 26, 1990, 3:10 p.m.
 - B. Fall Quarter General Faculty Meeting: November 13, 3:30 p.m., Medical Science Auditorium
- IX. Adjournment

**WRIGHT STATE UNIVERSITY
ACADEMIC COUNCIL MINUTES**

November 5, 1990

- I. The meeting of November 5, 1990, was called to order by University Faculty Vice President Rudy Fichtenbaum at 3:10 p.m., in 155A, B, and C University Center.

Present: G. Bernhardt, D. Brown, R. Fichtenbaum, B. Fowler, G. Gayle, F. Gies, S. Gupta, B. Hale, W. Hanks, E. Harden, N. Hassan, C. Hathaway, B. Hull, M. Kapp, M. MacDonald (Sergeant-at-Arms); R. Markert, M. Melko, P. Moore, P. Mulhollan, M. Peltier, D. Reynolds, W. Rickert (Parliamentarian); T. Ringhand, J. Rossmiller, E. Rutter, J. Sayer, P. Seybold, R. Siervogel, G. Spalding, J. Stekli, J. Thomas, J. Vance, A. Wendt, R. Williams

Absent: A. Barclay, W. Carmichael, L. Crum, D. Fitch, R. Fox, R. Gordon, W. Goulet, R. Hetherington, D. Schlagheck, K. Sheplak, J. Steinberg

- II. The minutes of October 1, 1990, were approved as distributed.

III. Report of the President, Paige Mulhollan reporting:

A. Reduction of University Expenses. Effective November 1, the University implemented the following guidelines as precautionary savings measures in the event of future state subsidy reductions:

1. Vacancy freeze through January 31.

- a. Units with authorized positions may continue recruiting efforts, but may not conduct interviews.
- b. No temporary employees may be hired; temporary employees currently working will complete their term of employment, but may not stay beyond that date.
- c. No transfers may be made from special development accounts without the approval of the appropriate vice president and the president.
- d. Exceptions to the above will be allowed only with the approval of the appropriate vice president and the president.

2. **General Spending restrictions**
 - a. Physical plant will implement all reasonable measures to reduce energy consumption, including building temperature adjustments of two degrees (no buildings will be closed).
 - b. Library acquisitions, excepting periodicals or serials, will be deferred through Jan. 31.
 - c. No remodeling or local construction will occur, unless critical to safety (normal repair and maintenance activities will continue).

3. **Unit Spending Restraints**
 - a. Each vice presidential area and the president's area will be assigned a target for savings in non-personnel expenditures, with a university goal of about \$2 million. Each area will assume a proportionate share; unit managers will decide the best ways to achieve the savings.
 - b. All Departmental Purchase Orders (DPOs) require approval of the appropriate vice president or the president in order to encourage review of expenses and eliminate any nonessential expenses, such as food service costs.
 - c. Expenditures for recruiting require approval of the appropriate vice president or the president.

In general, discretion is to be used in spending, including travel, capital and supplies.

Discussion: Book purchases had been suspended before this freeze; consequently, the added suspension dictates the absence of book acquisitions for approximately six months. President Mulhollan stated that he was unaware of the prior book suspension in the library, and will look into this to see how the two suspensions relate to each other. A lengthy discussion ensued concerning: 1) the suspension of book acquisitions and the effect on the university budget, 2) the hiring freeze effect on adjuncts, and 3) the university reserves in relation to the reduction of university expenses.

- B. **January-June 1991 Health Benefit Plan.** President Mulhollan reported the status of the benefit plan:
1. The Benefits Task Force has reviewed the results of the employee survey.
 2. The task force must make its recommendations by the end of this week or the first of next week.

3. The decision concerning university benefits for the balance of 1990-91 will be made:
 - a. by the task force working with Edward Spanier, personnel in the insurance office, and President Mulhollan or,
 - b. in the absence of the task force's participation, by Dr. Spanier and/or President Mulhollan.
4. The decision will be reported to the Board of Trustees' Finance and Audit Committee in two weeks. At that time an announcement will be made.

(A lengthy discussion on benefits followed this report.)

IV. Report of the Steering Committee, Rudy Fichtenbaum reporting:

In addition to other agenda items, the committee set the agenda for the November 5 AC meeting, but the priority interest of the committee has been the issue of health benefits. Mr. Fichtenbaum reiterated some of his comments made on this subject in The Faculty Line.

V. Report of Standing and Ad Hoc Committees

A. Building & Grounds Utilization & Planning, Rudy Fichtenbaum reporting for James Runkle:

Committee representation has been solicited by the administration on two matters:

1. Architectural Selection Committee for Student Services Complex. After two days of meeting with architects the committee recommended, in priority order, several firms. Future work with the architects, reconciling goals and budget, is anticipated.
2. Task Force on Visual Appearance of Campus. The committee will begin meetings next week.

B. Curriculum, Robert Wagley reporting for Susan Praeger:

In addition to the routine business of considering 7 new courses, 3 course deletions and 62 course modifications, the committee continues to discuss issues related to "good standing" terminology and the proposed Writing Across the Curriculum policy. The impact of the W on student records is no longer being discussed as it does not appear to be a problem at this time.

The policy of the 90-hour requirement to graduate with honors has been reviewed, and the committee will enter a motion under New Business to consider changing the policy to require 45 graded hours in order to be eligible to graduate with honors. The committee is also requesting approval of course additions and modifications. (See New Business.)

C. Faculty Affairs, Greg Bernhardt reporting

1. Final Exam Policy. Under New Business today, the committee will present a recommendation on a final exam policy for the academic year, fall through spring quarters.
2. Academic Misconduct. A joint subcommittee (Faculty Affairs and Student Affairs) has been appointed to review the policy on academic misconduct.
3. Senior Instructor Rank. A hearing is scheduled November 9 to consider the creation of the rank of Senior Instructor or another rank that would allow for the tenure of faculty in certain instances below the professorial ranks now in existence. Written comments can be sent to Greg Bernhardt.

D. Library. No report.

E. Student Affairs, Lewis Shupe reporting:

1. Academic Dishonesty. The subcommittee (Student Affairs and Faculty Affairs) will be meeting with Rudy Fichtenbaum to receive the charge so that everyone is speaking the same language when the issue of academic dishonesty is discussed.
2. Scope and Programming of Student Affairs. Harold Nixon, Vice President for Student Affairs, met with the Student Affairs Committee to talk about the scope and programming of student affairs and to project issues for discussion throughout the year.
3. Student Affairs Retreat. The two main topics at the Student Affairs Retreat on November 8-9 are minority issues (cultural, racial, sexual, and disability) and retention issues (special support services, student involvement, and classroom environment).

4. **Expanded Library Hours.** A request from Student Government for expanded library hours (especially from November 23 through the final exams week) has been forwarded to the university librarian.
5. **WSU Diversity Week.** L. Shupe distributed posters and flyers describing the schedule of programs for WSU Diversity Week November 12-16, 1990. Included in the same dates, November 13-15, Student Government will have campus safety forums.

D. **University Budget Review Committee (UBRC),** James Sayer, reporting:

1. **Updated Budgetary Information.** Since the last session of the Academic Council, the UBRC has solicited and received updated budgetary information from the central administration and has received fiscal projections for the remainder of the calendar year.

The UBRC also received a recommendation that had been adopted unanimously by the task force on benefits that stated if there is going to be a \$500,000 shortfall in terms of benefits coverage that will come due in January, that shortfall should not be imposed on the faculty and staff, but should be funded by the University.

2. **Budget Priorities.** The next task for UBRC is to begin a three-step process to examine budget priorities: a) examine what we do with our money, b) examine what we should continue to do with our money, and c) examine what we currently do with our money that we ought to eliminate.

VI. **Old Business**

A. **Call for Additional Nominations for Academic Council Representatives to University Promotion & Tenure Committee.**

Nominations 10-1-90: Charles Hartmann
Mary Lou White
Nomination 11-5-90: Helen Klein

Helen Klein was elected as Faculty Member-at-Large to the University Promotion & Tenure Committee.

B. Approval of Course Additions and Modifications.

A motion was made, seconded, and passed to approve the University Curriculum Committee's request for approval of the following:

1. Course Addition:

BCH 495 Honors Research in Biochemistry (P/U grading).

2. Course Modifications:

AT 370 Independent Study in Art Therapy to P/U grading.

RHB 370 Independent Study/Minor Problems in Rehabilitation to P/U grading

BIO 111 Principles of Biology: Diversity and Ecology. Change number to BIO 115 and prerequisite to BIO 112.

BIO 112 Principles of Biology: Cell Biology and Genetics. Delete prerequisites.

BIO 114 Organismic Biology. Change prerequisite to BIO 112.

PHY 200 General Physics Laboratory. Change number to PHY 255; title to General Physics Laboratory I; corequisite to PHY 250; catalog description and typical experiments.

PHY 201 General Physics Laboratory. Change number to PHY 256; title to General Physics Laboratory II; corequisite to PHY 251; catalog description and typical experiments.

PHY 202 General Physics Laboratory. Change number to PHY 257; title to General Physics Laboratory III; corequisite to PHY 252; catalog description and typical experiments.

PHY 241 General Physics. Change number to PHY 251; title to General Physics II; prerequisite to MTH 133, PHY 250; corequisite to PHY 256; catalog description and topics.

PHY 242 General Physics. Change number to PHY 252; title to General Physics III; prerequisite to MTH 133, PHY 250; corequisite to PHY 257.

VII. New Business

- A. Course Additions and Course Modifications.** A motion was made and seconded to approve the following:

Course Additions:

CS 206 Computer Software Productivity Tools
EGR 335 Technical Communication for Engineers and
Computer Scientists
HFE 456 Human Factors Engineering Laboratory
HFE 473 Human Factors Engineering Design II
HFE 474 Human Factors Engineering Design III
MUS 106 WSU Gospel Choir
MTH 416 Matrix Computations

Course Modifications:

PHY 240 Change number to PHY 250; title to General
Physics I; credits from 4 to 5; change
prerequisite to MTH 132 and corequisite to
PHY 255; new catalog description and
syllabus.
PSY 432 Grading to P/U for practicum.
PSY 498 Grading to P/U for independent study.

This will appear as old business at the November 26 meeting.

- B. Wright State University Final Exam Policy for Fall, Winter, and Spring Quarters**

A motion was made and seconded that the final exam policy be approved as follows:

It is the policy of Wright State University that no comprehensive exam may be given during the last week of classes. If a final exam is scheduled, it must be given during the time period designated by the Registrar. Any deviation from this policy requires written agreement from the appropriate department chair or dean.

This will appear as old business at the November 26 meeting.

- C. 1991-92 and 1992-93 Academic Calendars**

A motion was made and seconded to revise the 1991-92 calendar to move the drop date from the eighth week to the fifth week. (Attachment A)

A motion was made to approve the proposed 1992-93 academic calendar. (Attachment B)

This will be appear as old business at the November 26 meeting.

D. Change in policy on graduating with honors (page 48) Undergraduate Catalog.

A motion was made and seconded to approve the recommendation by the Curriculum Committee to revise the honors policy for graduation as follows:

Change from: (Undergraduate Catalog, page 48):

To be eligible for academic honors at graduation, students must have earned at least 90 graded (A,B,C,D) credit hours at Wright State.

To: To be eligible for academic honors at graduation, students must have earned at least 45 graded (A,B,C,D) credit hours at Wright State.

This will appear as old business at the November 26 meeting.

VIII. Announcements

1. The next Academic Council Meeting: Monday, November 26, 1990, 3:10 p.m., 155 A,B, & C University Center.
2. The Fall General Faculty Meeting: Tuesday, November 13, 1990, 3:30 p.m., School of Medicine Auditorium.

IX. Adjournment.

/jl

Attachments