

11-4-1985

## Academic Council Meeting Agenda and Minutes, November 4, 1985

Robert Dixon  
*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: Robert Dixon, Vice President of the University Faculty  
SUBJECT: Agenda for Academic Council Meeting on Monday, November 4, 1985,  
at 3:10 p.m. Place: Rear Section of the University  
Center Cafeteria

- I. Call to Order
- II. Approval of Minutes of October 7, 1985 Meeting
- III. Report of the President: Paige E. Mulhollan
- IV. Report of the Steering Committee: Robert Dixon
- V. Report of the Standing Committees
  - A. Student Affairs: Judith Davis
  - B. Faculty Affairs: Jeanne Ballantine
  - C. Curriculum: Peter Bracher
  - D. Library: Larry Kurdek
  - E. University Budget Review: Elizabeth Harden
- VI. Old Business
  - A. Second Consideration of the Following Motion:

The faculty representatives of the University Promotion and Tenure Committee who represent colleges eligible for the supplementary faculty leave program will form a committee to evaluate proposals for supplementary leave funding and will recommend a priority for funding of the individual proposals.
  - B. Election of Representative to University Promotion and Tenure Committee. Nominees are Sue Cummings--Professor of Chemistry, Nabil Hassan--Professor of Accountancy.

VII. New Business

- A. Approval of replacement of Rishi Kumar as chair of Calendar and Elections Committee by Gordon Constable (an exception to the rules will be asked to allow approval).
- B. Appointment of Frank Stickney to replace Richard Williams on the Faculty Affairs Committee (an exception to the rules will be asked to allow approval).
- C. First consideration of a new Constitution and Bylaws (distributed at meeting).
- D. Motion to move January 6, 1986 meeting of Academic Council to January 13, 1986.

VIII. Announcements and Special Reports

- A. Academic Calendar: Calendar & Elections Committee Chair

IX. Adjournment

RD/dc

ACADEMIC COUNCIL  
MINUTES  
November 4, 1985

- I. The meeting of November 4, 1985, was called to order by Robert Dixon, Faculty Vice-President, at 3:10 p.m. in the Cafeteria Extension of the University Center.
- Present: C. Barbour, D. Barr, D. Beelick, D. Carlson, G. Coffee, B. Daniels, R. Dixon, P. Engle, J. Fox, C. Gaw, W. Goulet, N. Hassan, R. Iddings, L. Kurdek, J. Lancaster, B. Mann, B. Mathies, K. McNamara, P. Moore, C. Nathanson, M. Perkel, S. Renas, L. Shupe, A. Smith, J. Sullivan, R. Williams
- Absent: C. Denman, J. Gayer, J. Halki, J. Kane, T. Knapke, P. Mulhollan, S. Peterson, J. Sealander, S. Willin
- II. A motion was made, seconded and passed to approve the minutes of the October 7, 1985 meeting as distributed.
- III. Report of the President - There was no report as President Mulhollan was in attendance at a meeting with the Chancellor.
- IV. Report of the Steering Committee, Robert Dixon, Chair, reporting:
- A. The Steering Committee met twice and considered the following items:
1. Frank Stickney appointed to the Faculty Affairs Committee. The Committee recommended Frank Stickney to replace Richard Williams on the Faculty Affairs Committee.
  2. Administrative Review Process. The Steering Committee agreed that the Faculty Affairs Committee should have general oversight duties with respect to the administrative review process.
  3. Promotion & Tenure. The Faculty Affairs Committee has been asked to review the University Promotion & Tenure Document.
  4. Inauguration Committee. The Inauguration Committee has been appointed; the list has been distributed to the faculty.
  5. Reschedule January Academic Council Meeting The Steering Committee recommends the date of the January Academic Council Meeting be changed to January 13 because January 6 is the first day of Winter Quarter 1986 classes. There are some serious considerations that the Council might want to make at that time about the academic calendar. (This will be presented under New Business today.)
  6. University Faculty Constitution and Bylaws. The committee continued discussion of the Quadrennial Review Document. A draft of the University Faculty Constitution and Bylaws (Revised 10/17/85) will be distributed today under New Business.
  7. Honorary Degree Selection Process. The President is concerned that the Steering Committee should have more direct faculty input with the honorary degree selection process. So, at least temporarily, the Steering committee will review the nominees for the December commencement; however, over the long run the Academic Council needs to be considering a formal action to institutionalize a process.
  8. The Academic Council agenda for today was approved.

V. Report of the Standing Committees

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

1. The Student Affairs Committee had one meeting and considered the following:
  - a. Weight Room - Room size reduction and the safety of the users. The committee will be discussing this with the Athletic Director and will report back to the Academic Council.
  - b. Early Semester - Potential change. The committee has been charged to provide information regarding the students' welfare; it will be:
    - (1) working with Student Government to provide names for open forum discussions in November.
    - (2) conducting an educational information survey. Results will be reported to the Calendar & Elections Committee.

B. Faculty Affairs, Jeanne Ballantine, Chair, reporting:

1. Faculty Affairs Committee met three times and considered the following:
  - a. Surveys are out to State Universities, departments, etc., in the process of accumulating data on a number of issues:
    - (1) Semester System - A questionnaire has been sent to the department chairs in regard to the impact on the faculty. There will be a joint hearing with the Calendar & Elections Committee--proposed dates are November 19 & 20. A report will be presented to the Calendar & Elections Committee before Thanksgiving.
    - (2) Research Fraud - This policy has been in the works for several years now and with some minor revisions, it is about ready to move onto the next stage.
    - (3) Promotion & Tenure Document - A subcommittee of University Promotion & Tenure Committee members are to be appointed who will be looking into several issues: 1) changes in representation on Promotion Tenure; i.e., with the split of S & E, the committee will be considering some issues related to the School of Professional Psychology, etc.
    - (4) Full-time Non-tenure Tract Appointments -- A survey is out to Ohio universities and other State Universities to collect data.
    - (5) Administrative Review -- There is a subcommittee to carry out the administrative review process -- chaired by Robert Adams with members, Lilburn Hoen and Clyde Barbour.
    - (6) Nepotism Policy, Copyright Policy, Salary and Equities -- Data is being collected.

C. Curriculum, Peter Bracher, Chair, reporting:

1. General Education - The committee is still at work on General Education, particularly on the Oversight Policy.
2. Semester System - The committee has been working on the semester conversion and has had a preliminary discussion of a report about curricular implications that will be presented to the Calendar & Elections Committee this month.
3. Major Programs Guidelines - The committee has been reviewing the guidelines for major programs and may have a report for Council in December.
4. Academic Regulations Subcommittee - The committee is about to appoint an Academic Regulations Subcommittee that will deal with an accumulation of questions about academic policies. Two more recommendations on academic policy have been received from the College of Science & Engineering--one relating to the Drop Policy and one relating to the Repeat Policy.
5. High School Articulation Implementation - Final recommendations on implementing the policy have been received from the ad hoc committee. This will be reviewed and a report may be presented to the Council at the December meeting.

D. Library, Larry Kurdek, Chair, reporting:

1. The committee met twice and considered the following:
  - a. Collection Development - A survey has been formulated and sent to the university faculty in an attempt to gather information on books and periodicals that are currently missing from the library holdings, as well as new acquisitions that would be useful.
  - b. Missing Library Material Form - Available at the catalog and at various points in the university where the journal listing is held. It will enable the user to identify a book, journal, or other library material that could not be found. This information will be given to the reference desk for their use.
  - c. Core-Holding List - The committee is developing a critical or a core-holding list that is a commonly used procedure to evaluate the overall quality of the university holdings.
    - (1) The committee will obtain information from interlibrary loan--to get an idea of what kind of materials that faculty, students, or other library users have most frequently requested from universities other than Wright State University's library. That information should be available at the next Council meeting.

E. University Budget Review, Elizabeth Harden, Chair, reporting:

1. Since the last meeting UBRC met twice and discussed:
  - a. Mission and Goals
  - b. 1986/87 Budget Calendar - The UBRC will be heavily involved in university budget planning during November, December, and January.

- c. Salary and Benefits - Recommendations should be finalized by February 14.
  - d. UBRC Future Agendas - Copies of the annual agenda are available from the Faculty Office upon request.
  - e. Budget Overview - July/August -- Willard Hutzel informed the committee that the income at the end of the summer was approximately \$51,000 below what it should be because of low enrollment; however, he noted that this will be picked up from any unexpended funds left over from the different departments.
  - f. Annual Review of the Budget Books - Reviewed with P. Mulhollan, W. Hutzel, and T. Keller.
  - g. Planning Issues -- P. Mulhollan spoke about future planning issues, the Planning Council, and the new position, Director of Planning and Institutional Research now being advertised.
  - h. Fringe Benefits Subcommittee - Approval of the 12-member subcommittee with Don Pabst as Chair.
  - i. Semester System - E. Spanier, P. Merriam, and E. Koch have been asked to assist in the collection of financial data generated by the administration. The committee plans to review that data on November 20 and then present a recommendation to the Calendar and Elections Committee prior to the December 2 meeting of the Academic Council.
  - j. Other Items on the Agenda: - Review of the 1985-86 Quarterly Budget Status Report; WSU Hipple Laboratory financial dispute; purchase of a new spectrometer system for the Brehm Laboratory; NCR equipment and dollar donation to UD, and the Thomas Edison Program Awards.
- A. Supplementary Leave Funding Committee - Second consideration of the motion:
- The faculty representatives of the University Promotion and Tenure Committee who represent colleges eligible for the supplementary faculty leave program will form a committee to evaluate proposals for supplementary leave funding and will recommend a priority for funding of the individual proposals.
1. Discussion: A motion was made and seconded to amend the motion to read: (Changes are in capital letters)
- The faculty representatives of the University Promotion and Tenure Committee who represent colleges AND SCHOOLS eligible for the supplementary faculty leave program will form a committee to evaluate proposals for supplementary leave funding and will recommend a priority for funding of the individual proposals. COLLEGES AND SCHOOLS WHICH DO NOT HAVE A MEMBER OF THEIR FACULTY ON THE UNIVERSITY PROMOTION AND TENURE COMMITTEE SHALL ELECT A MEMBER OF THEIR FACULTY TO SERVE ON THIS (SUPPLEMENTARY LEAVE FUNDING) COMMITTEE.
- Discussion: There is no rank restriction placed on the people who would be elected to represent the schools who were not represented before on the Promotion and Tenure Committee by their own faculty.
- The motion to amend the original motion was approved by a voice vote.

Being no discussion on the original motion as amended, it passed by a roll call vote.

B. Election of Representative to University Promotion and Tenure Committee.

Nominees: Sue Cummings, Professor of Chemistry; Nabil Hassan, Professor of Accountancy

The floor was open for further nominees--being none the nominations were closed.

Sue Cummings was elected by a secret ballot.

VII. New Business

A. Appointment of Gordon Constable as Chair of the Calendar and Elections Committee.

A motion was made, seconded and was passed to suspend the rules for the replacement of Rishi Kumar by Gordon Constable as Chair of the Calendar and Elections Committee.

A motion was made, seconded and was passed by a voice vote for the approval of Gordon Constable as Chair of the Calendar and Elections Committee.

B. Appointment of Frank Stickney on the Faculty Affairs Committee.

A motion was made, seconded and passed to suspend the rules for the approval of Frank Stickney to replace Richard Williams on the Faculty Affairs Committee.

A motion was made, seconded and passed for the approval of Frank Stickney to replace Richard Williams on the Faculty Affairs Committee.

C. University Faculty Constitution and Bylaws

Attachment A - University Faculty Constitution and Bylaws Draft - (Revised 10/17/85)

Attachment B - Changes suggested by the University Steering Committee (10/17/85)

Attachment C - Suggested changes by the 1984-85 Quadrennial Review Committee

A motion was made and seconded to approve the Revised University Faculty Constitution and Bylaws (Attachment A).

Discussion: There is a split feeling by the faculty concerning the title of the Vice President of the University Faculty being changed to Chairer of the University Faculty. Another issue is the election of the Vice-President/Chairer.

This will appear as Old Business at the December Academic Council meeting.

D. Date Change of January 1986 Academic Council Meeting.

A motion was made and seconded to change the January Academic Council meeting to January 13, 1986.

Discussion: Justification for the change: January 6 is the first day of class for the Winter Quarter 1986.

This will appear as Old Business at the December Academic Council meeting.

E. Proposal for a Minor in Classical Humanities  
(Attachment D)

A motion was made and seconded to approve the proposal for a Minor in Classical Humanities.

This will appear under Old Business at the December meeting.

VIII. Announcements and Special Reports

A. Academic Calendar

Robert Dixon, reporting: In discussions with the President it was noted that consideration for changing the calendar would have to be done at the same time as the new General Education requirements--otherwise it could not be done for a period of 5-6 years from now. The Calendar and Elections Committee was charged to review this. Recommendations were requested from the Faculty Affairs, Student Affairs, and the University Budget Review committees.

Louis Falkner, reporting: The Calendar & Elections Committee has information to be distributed to the faculty and student representatives before the two open hearings to be scheduled before Thanksgiving. It will consist of a list of the pros and cons of the quarter system and the semester system, a sample calendar of the year 1987, and statistics in regard to what schools in Ohio are on the semester and quarter system and what the percentages are nationwide.

Jennifer Fox, reporting: There will be a series of four open forums to obtain student input. The Student Government will be working with the Student Affairs Committee to conduct a survey of students.

All other organizations, including classified and unclassified staff are urged to submit input through the proper channels.

IX. Adjournment. Meeting adjourned at 4:40 p.m. Date of next meeting: December 2, 1985.

jl

Attachments