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Academic Council Meeting Agenda and Minutes, November 28, 1983

James Jacob

Wright State University - Main Campus

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Wright State University
Dayton, Ohio 45435

November 18, 1983

To: Members of the Academic Council and University Faculty
From: James Jacob, Vice-President of the University Faculty
Subject: Agenda for Academic Council Meeting of Monday, November 28, 1983,
at 3:10 p.m.
Place: Rear Section of the University Center Cafeteria

Agenda:

- I. Call to order
- II. Approval of Minutes of November 7, 1983 Meeting
- III. Report of the President
- IV. Report of the Steering Committee: James Jacob
- V. Reports of the Standing Committees:
 - A. Budget Review: Charles Hartmann
 - B. Curriculum: Robert Dixon
 - C. Faculty Affairs: John Talbott
 - D. Library: Terry McKee
 - E. Student Affairs: Barbara Denison
- VI. Old Business:
 - A. A motion to add one unclassified and one classified staff member as voting members of the University Budget Review Committee
 - B. Curriculum Committee recommendations to add to the course inventory:
 - ML 101 Essentials of Japanese (optional P/U grading)
 - ML 102 Essentials of Japanese (optional P/U grading)
 - ITA 112 Essentials of Italian (optional P/U grading)
 - ML 216 Literature in Translation: Scandinavian (general education credit)
- VII. New Business:

1984/85 Calendar changes recommended by the Calendar/Elections Committee (Attachment A)
- VIII. Adjournment

JEJ:mlr

Attachment - Proposed 1984/85 Calendar Changes

ACADEMIC COUNCIL
MINUTES
November 28, 1983

- I. The meeting of November 28, 1983 was called to order by Chairman Pro Tem Michael Ferrari at 3:10 p.m. in the Cafeteria Extension of the University Center.
Present: A. Bassett, K. Beers, W. Brown, M. Brownfield, J. Cross, B. Denison, R. Dixon, M. Ferrari, R. Fox, E. Harden, J. Hemsy, B. Hutchings, J. Jacob, M. Kapp, S. King, E. Kmetec, C. Maneri, M. Mazey, P. Moore, D. Organisciak, A. Parisi, R. Schumacher, B. Shepard, J. Stenzel, J. Talbott, C. Taylor, D. Thomas, E. Wetter
Absent: J. Castellano, T. Farrow, M. Griffin, A. Islam, R. Kegerreis, C. King, G. Palmer, R. Schosser
- II. A motion was made, seconded, and passed to approve the minutes of the November 7, 1983 meeting as presented.
- III. Report of the President: No report
- IV. Report of the Steering Committee, James Jacob, Chairer, reporting:
 - A. Steering Committee has met twice since the last Academic Council meeting and discussed the following:
 1. Early Retirement. Changes in state law concerning early retirement now permit local school districts to purchase five years of retirement credit for employees agreeing to retire within 90 days. After discussion, Steering asked the University Faculty Affairs Committee to study these changes in state law in comparison with the University's existing Early Retirement Policy and to make its findings and recommendations to the Steering Committee at an early date.
 2. Reporting Responsibilities of the Athletic Council. Steering discussed a memorandum from Joseph Hemsy concerning the reporting responsibilities of the University Athletic Council. A subcommittee consisting of Elizabeth Harden, Joseph Hemsy, and David Orenstein (the Academic Council representative to the Athletic Council) pointed out issues of concern in the Athletic Council's bylaws. Ms. Harden and Mr. Jacob met with President Kegerreis to discuss these concerns and expect to meet with Carl Benner, Chairer of the Athletic Council, to share these concerns.
 3. Academic Advisor in the Athletic Department. Steering has directed Mr. Orenstein to clarify the responsibilities of the newly appointed academic advisor in the Athletic Department. There was concern expressed that this position duplicated existing advising services outside of the Athletic Department.
 4. Selection of Staff Members to Committees. Steering discussed a memorandum from Ms. Shirley Millsap, an unclassified staff employee from the School of Professional Psychology, concerning ways to improve the selection of staff members to committees on which they have membership. It was decided that the Steering Committee will solicit volunteers in the same way that it currently solicits volunteers from among the faculty.
 5. Proposed Change in Academic Calendar for 1984/85. Steering received a recommendation from the Calendar/Elections Committee to lengthen the break between Spring and Summer Term A quarters by pushing back the beginning of Summer Term A by two days. This appears as New Business at this meeting.

6. Outreach Program for Superior High School Students. Steering Committee invited Willard Hutzell, Assistant Provost, to meet to discuss the nature of the Outreach Program for Superior High School Students and encouraged him to meet with the Admissions Committee and other interested parties to enhance this program. Steering asked the Admissions Committee to reconsider the draft Admissions Policy for Superior High School Students tabled by the Academic Council at its June 6, 1983 meeting.
7. Space Shortage in Library. As part of the solution to the pending space shortage in the University Library, Steering decided to ask the Library Committee to study ways of combining the microfilming of little-used materials with the plan for vertical expansion earlier recommended to the Buildings and Grounds Committee.
8. Mailroom and Copying Procedures. Steering received a memorandum from Janice Gabbert of Liberal Arts recommending changes in mailroom and copying procedures. Provost Ferrari agreed to forward these suggestions to the appropriate administrative offices. Steering expects a report shortly on copying policy and service.

B. Among items Steering will discuss at its December meetings:

1. A request from the Athletic Department to change the date of Fall Commencement.
2. A memorandum from Ruben Battino suggesting a campus forum to discuss the issues raised in the recent television movie, The Day After.

C. James Jacob has been elected Chairman of the Chancellor's Faculty Advisory Committee in Columbus and will be reporting periodically on issues before that committee of concern to the campus community.

V. Reports of the Standing Committees:

A. Budget Review Committee, Charles Hartmann, Chairer, reporting:

1. UBRC met on November 18 and will meet again on November 29 and at WOBC on December 6.
2. At its November 18 meeting, UBRC discussed the draft document of the Proposed Salary Principles distributed at the November 7 Academic Council meeting. Positive responses have been received from members of the Academic Council and the University Faculty, and UBRC is encouraged that there is broad-based support for the document. Based upon a few suggested changes, a final revised document has been prepared and was distributed at this meeting (Attachment A to these minutes). It is hoped that agreement can be reached on this final, proposed statement at the next two UBRC meetings and it is hoped that those principles can be transformed into dollar recommendations this quarter. A final recommendation for a 1984/85 salary increment may still be made this quarter which will aid the administration in building the 1984/85 budget.
3. Other items on the UBRC extended agenda:
 - a. UBRC wants to explore with Dean Donald Thomas and others the level of funding for research incentive and research development grants. It is understood that Dean Thomas and the administration are already proposing changes in the level of funding for those grants.

- b. An inquiry has been received from a member of the faculty concerning the level of fringe benefits for persons who need rehabilitation services, for both in-patient and out-patient.

Discussion followed Mr. Hartmann's report regarding the changes in the Proposed Salary Principles, specifically Items 2 and 3. Mr. Hartmann said that Item 3 meant that faculty and staff would not suffer against the consumer price index in the current or future years. It is intended to be a means by which a pool is determined; that pool would then be applied according to the existing merit policy. If there should be a decrease in the consumer price index, it is still hoped there would be no denegation of faculty earning power. There is some difference of opinion as to what the consumer price index base period should be.

Emil Kmetec recognized the achievement of the UBRC in developing a good, workable policy.

B. Curriculum Committee, Robert Dixon, Chairer, reporting:

1. Articulation Policy. The Curriculum Committee and the Admissions Committee have held joint open hearings and meetings concerning the Articulation Policy. This will be discussed under New Business at this meeting.
2. Considerations of the Curriculum Committee for winter quarter are:
 - a. Involvement in the consideration of the revision of the General Education Policy
 - b. An improved Drop Policy
 - c. Policies as to a minor in a student's field of study and the awarding of certificates

Mr. Dixon invited input on these issues.

C. Faculty Affairs Committee, John Talbott, Chairer, reporting:

1. Trustees Award for Faculty Excellence. The Faculty Affairs Committee submitted five of ten nominations to the Board of Trustees.
2. Faculty Evaluations. Faculty Affairs entertained a request from Steering concerning faculty evaluations. Barbara Denison will report on this under the Student Affairs Committee report.
3. Salary Pool. The Faculty Affairs Committee met with the Provost in regard to a Steering Committee request concerning the salary pool controlled by the Provost. Mr. Talbott reported that the Provost indicated that he was philosophically opposed to any "skim" of funds but reserved the right to do so.

Provost Ferrari commented on this subject. The Provost said that it is his preference that all the monies allocated for salary increases be distributed to those areas that are closest to making judgments on performance. People should be made aware of any funds held back in any central pool for any other kinds of adjustments. These funds would be very little and very conscientiously determined. There should be no confusion on the part of the faculty where these monies are, the purpose of these monies, and ultimately where these monies went.

Discussion followed. The Provost noted that a centralized contingency fund for the University is different from the salary pool question and is a different issue. The centralized contingency fund should be an emergency fund. The salary pool was the money which exists in the current Compensation Policy for equity and market and others, such as, inter-school/college or University-wide adjustments. Perry Moore noted that in the Proposed Salary Principles there would be an amount to cover promotion adjustments, market adjustments, and other gross inequities. James Jacob said that it is his understanding that the money that was held at the level of the Council of Deans was the market and equity adjustment money and there is an inconsistency with opposing the holding back of that money.

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

The University Library Committee, in response to a charge from last year's committee, has begun a study of possible inequities in the allocation of Library monograph acquisition funds among the colleges. This is done with some trepidation, since judging the colleges' needs for the Library's limited resources has been attempted, unsuccessfully, many times before. The Library Committee feels it has the responsibility to attempt it yet again. The Library Committee has begun the discussion in the spirit of representing University interests, rather than individual college interests. Mr. McKee urged that any suggestions for the committee's discussion be transmitted to a member of the Library Committee.

Discussion followed Mr. McKee's report concerning the microfilming of any of the holdings in the Library, now or in the future. Mr. McKee said the committee is waiting to see what form the Library expansion takes. Microfilming would still be an option to be considered at that time. The figures for microfilming are somewhat negative. Microfilming is being considered only for journals. There would be 16,000 journals effected; journal holdings are approximately 60,000 to 70,000 total. The initial cost would be \$615,000, which is approximately three-fourths of the Library's acquisition budget. In response to Library space in the future, Mr. McKee said that the estimation is 17 1/2 years for the new Library after construction. The Library Committee is anxiously awaiting a report from an ad hoc Committee on Library Future on innovative ways of housing information.

Elizabeth Harden asked if there is a formula or a set of certain principles for allocations to the colleges. Mr. McKee said the committee is only looking at monographs now, trying to consider whether there might be inequities and if so, how to judge the existence of the inequities. These allocations are made by the Council of Deans on the basis of a formula, and the Library Committee might recommend a modification of that formula, pointing out certain inequities if found. The monograph allocations are made now on student credit hours.

E. Student Affairs Committee, Barbara Denison, reporting:

1. Student Affairs met November 17 and discussed the following:

- a. Faculty Evaluations Subcommittee. Working with Faculty Affairs and Student Government, the membership of the Faculty Evaluations Subcommittee was established: Alan Cooper and student Peter Alessandro from Business & Administration; Ty Payne and student Harry Materne from Education & Human Services; William Rickert and student Bill Guess from Liberal Arts; Ira

Fritz and student Lori Devold from the School of Medicine; Judith Davis and student Mario Mancini from the School of Nursing; Charlotte Rodriquez from the School of Professional Psychology; Joseph Hemsy and student David Hanpeter from Science & Engineering; and Eldon Wetter from WOBC.

- b. Student Lounge Space. Elenore Koch will meet with Student Affairs in January after the Student Affairs Committee has reviewed the proposal and study done by her office.
- c. Intramural Funding and Open Recreational Hours. Student Affairs agreed to do further research on the level of intramural funding and the amount of open recreational hours in the Physical Education Building.

VI. Old Business:

- A. Motion Regarding Voting Membership of the University Budget Review Committee. The motion to add one unclassified and one classified staff member as voting members of the University Budget Review Committee (reference the attachment to the agenda of the November 7, 1983 Academic Council meeting) was placed on the floor.

Discussion followed. Charles Hartmann, Chairer of the UBRC, said UBRC recommends adoption of this proposal because it is in the interest of the faculty to continue to have a voice in the allocation and level of fringe benefits as applied to faculty, unclassified, and classified staff. In order that faculty have an effective voice with regard to all three groups, all three groups should be represented when their interests are being discussed. In regard to having the Quadrennial Review Committee consider this matter when reviewing the bylaws, Mr. Hartmann said that it is hoped that in the interval these persons would be allowed representation so that their interests could be protected.

ROLL CALL VOTE TAKEN. Results:

Voting YES: A. Bassett, K. Beers, W. Brown, M. Brownfield, J. Cross,
B. Denison, R. Dixon, R. Fox, E. Harden, J. Hemsy,
B. Hutchings, M. Kapp, S. King, E. Kmetec, C. Maneri,
M. Mazey, P. Moore, D. Organisciak, A. Parisi,
R. Schumacher, B. Shepard, J. Stenzel, J. Talbott,
C. Taylor, D. Thomas, E. Wetter, J. Jacob, M. Ferrari

Voting NO: None

MOTION PASSED. This motion will be included in the agenda for the Winter Quarter General Faculty Meeting.

Robert Dixon commented that it should be noted that this issue should be considered a special case as it was presented and representation from the nonacademic areas of the University on all committees is not appropriate.

- B. University Curriculum Recommendations. The motion to approve the addition of the following courses to the course inventory was placed on the floor:

- 1. ML 101, "Essential Japanese," for optional P/U grading
- 2. ML 102, "Essential Japanese," for optional P/U grading
- 3. ITA 112, "Essentials of Italian," for optional P/U grading
- 4. ML 216, "Literature in Translation: Scandinavian," for general education credit

MOTION PASSED by voice vote.

Robert Dixon commented that in the future, the Academic Council should consider whether every P/U course that needs to be approved should be brought before the Academic Council.

VII. New Business:

- A. Recommended 1984/85 Calendar Changes (Attachment to agenda of this meeting). A motion was made and seconded to adopt the changes as proposed by the Calendar & Elections Committee. This motion will appear as Old Business at the next Academic Council meeting.
- B. University Curriculum Committee Recommendations. Robert Dixon, Chairer of the Curriculum Committee, made a motion that Academic Council:
1. Reject the request that CLS 101, "Medical and Scientific Terminology," be approved for general education credit.
 2. Approve the addition to course inventory of EC 330, "Urban Economics Problems and Prospects," but reject the request that this course be approved for general education credit.

Motion seconded. Discussion followed concerning the means by which decisions are made by the Curriculum Committee concerning general education credit. Mr. Dixon said that counting CLS 101 as a Humanities for someone outside of the College of Liberal Arts is not in the spirit of the Humanities requirement for general education. It was recommended that EC 330 be rejected because courses for general education should generally be open to everyone, and this is a junior level course. Mr. Dixon said that the Curriculum Committee has guidelines it follows and also looks at the content of each course. General education was reviewed within the past two years and certain procedures were established. At this point, new general education and new principles are being considered but until a decision is made regarding these, the Curriculum Committee will continue as it has been and will act cautiously.

These recommendations will appear as Old Business at the next Academic Council meeting.

- C. High School Articulation Policy. Robert Dixon made a motion on behalf of the University Curriculum Committee and the Admissions Committee that the Academic Council accept and approve the High School Articulation Policy (Draft dated November 23, 1983, Attachment B to these minutes), and forward it to the faculty for action at the Winter Quarter Faculty meeting. Motion seconded.

Mr. Dixon provided some history on this issue. In April 1981, the Ohio Board of Regents and the State Board of Education Advisory Commission on Articulation between Secondary Education and Ohio Colleges issued its report which stated that all four-year colleges and universities in Ohio should require students to take a college preparatory program in order to attain unconditional admission. They agreed on the mathematics and English content of a college preparatory program. They also described science, social science, and foreign language curriculum, but only suggested that this be included in a college preparatory program. That allowed flexibility that enabled the Commission to reach consensus and the leeway for individual universities to meet their own needs. Most of the other universities in the state have implemented this report with about one-half (including Ohio State and Miami) having requirements very close to what is being proposed at Wright State University. Last year the Curriculum Committee and the Admissions Committee brought forth a compromised policy that was not as strong as the one being proposed at this meeting. Academic Council passed the policy, but the University General Faculty sent it back to committee. Some faculty thought the policy too strong, while others found it to be too weak. Open hearings and committee meetings showed support for the essence of this document, but the College of Education & Human

Services, the Office of Admissions, and the University Division expressed some deep concern. Mr. Dixon addressed some of those concerns with these questions: Should Wright State have an admissions standard comparable with Miami and Ohio State? Will the results be fewer students and consequently, fewer jobs for faculty and staff? This policy is to be common to all colleges and is to be approved by the faculty and the Board of Trustees; it must be strong enough to have meaning but flexible enough to have meaning for a long period of time. The document does not address implementation but if this policy is adopted, it is essential that the University begin to follow up with implementation-related policies for transfer students and associate degree students. The Curriculum Committee and the Admissions Committee will issue in December a paper defining those related issues. Mr. Dixon said that it is imperative that the University act on some such policy now because of the long delay time in communicating this to high school students. The date now being considered is Fall 1986 for implementation.

Discussion followed concerning differences in this policy and the one voted down by the faculty last year. The committees were commended for their thoroughness. It was mentioned that this policy should be viewed as a message to the high schools regarding college preparation. Mr. Dixon said that although it is possible there may be some slight loss in enrollment, most of the students who are going to succeed at Wright State will come in under these guidelines. Elizabeth Harden noted the strong support on the part of the faculty at the open hearings for a stronger curriculum.

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

VIII. Adjournment: Meeting adjourned at 4:30 p.m.

Date of next meeting: January 9, 1983

Attachments:

Attachment A - Proposed Salary Principles

Attachment B - High School Articulation Policy, 11/23/83