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Academic Council Meeting Agenda and Minutes, June 4, 1984

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 Meeting on Monday, June 4, 1984,
at 3:10 p.m. Place: Rear Section of the University Center Cafeteria

AGENDA

- I. Call to Order
- II. Approval of Minutes of May 7, 1984 Meeting
- III. Report of the President
- IV. Report of the Steering Committee: Elizabeth Harden
- V. Report 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. Curriculum Committee
 1. The Curriculum Committee recommends that the Academic Council approve Uni 101, "The University Experience," for P/U grading. The course (a 1-hour Freshman Orientation Seminar) may be counted for credit, but it may not be used to satisfy the 183-hour university requirement for graduation.
 2. The Curriculum Committee recommends that the Academic Council approve the completion of a form to be signed by the student body and faculty member when an "I" grade is given (sample distributed at May 7 Council meeting).
 3. The Curriculum Committee recommends that the Academic Council approve the use of a S/U grading in Mth 102 in accordance with the attached proposal (distributed at May 7 Council meeting).

(cont.)

Academic Council Agenda continued

VII. New Business

A. Administrative Review Process Committee

1. "A Proposal to Adopt a University Policy for Periodic Review of Selected Administrators at Wright State University."

B. Admissions Committee

1. "English for Foreign Students" Policy Proposal
2. "Admission Policy for Superior High School Students"

C. Curriculum Committee

1. General Education Proposal

D. Seating of New Council Members

E. Election of New Members of Steering Committee

F. Ratification of University Committee Appointments for 1984-85

VIII. Adjournment

EH/dc

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- I. The meeting of June 4, 1984 was called to order by Elizabeth Harden, Vice-President of the Faculty, in the absence of Chairman Michael Ferrari, at 3:10 p.m. in the Cafeteria Extension of the University Center.

Present: K. Beers, J. Cross, B. Denison, R. Dixon, T. Farrow, M. Griffin, E. Harden, A. Islam, M. Kapp, C. King, S. King, C. Maneri, G. Palmer, A. Parisi, R. Schumacher, J. Stenzel, J. Talbott, E. Wetter, Proteems: A. Barclay, L. Howard, R. Sirkin

Absent: R. Kegerreis, A. Bassett, W. Brown, M. Brownfield, J. Castellano, M. Ferrari, R. Fox, J. Hemskey, B. Hutchings, J. Jacob, E. Kmetec, P. Moore, D. Organisciak, R. Schosser, B. Shepard, C. Taylor, D. Thomas

- II. A motion was made, seconded and passed to approve the minutes of the May 7, 1984 meeting as distributed.

III. Report of the President

E. Harden announced that the President, the Provost, the Deans and a number of administrative staff were officially on a retreat June 4-6, 1984; therefore, they would not be in attendance of this meeting.

IV. Report of the Steering Committee, Robert Dixon, reporting:

- A. The Steering Committee will meet once a month this summer to handle some of the following issues:

1. Further explore what the Steering Committee's role is in faculty government.
2. Discuss the issues that will form the basis of committee charges in the fall.
3. Establish a better liaison with the committees -- to stay aware of their activities.
4. Take a close look at the Steering Committee's collective mission, to try to better understand the University's goals and aims, and to understand the role of faculty government's participation in that mission. In particular, there are several committee charges that need to be carefully reviewed before fall.

- B. Mr. Dixon reflected the highlights of Dr. Ferrari's report to the Steering Committee:

1. General Education. Substantial progress has been made in the General Education area. The Articulation policy has set realistic expectations for high school students, but much remains to be done about implementation before 1986. Emphasis has been placed on strategic planning with some progress being made, but further integration is needed in that area. The Recruitment and Retention Task Force has made some splendid recommendations that need to be implemented.

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2. Quality of Student Life on Campus. Dr. Ferrari is concerned with the quality of student life on campus and believes that is a central issue. He has tried to be involved and is impressed with the student participation here.
3. Physical Facilities. Dr. Ferrari will be working with the Buildings and Grounds Committee and the Beautification Subcommittee toward an effective master plan for physical facilities.
4. Nontraditional Students. The University is making efforts to serve nontraditional students better; i.e., the Kettering Center enrollments are picking up and progress has been made in the credit courses for adults. Further progress is needed in working with Wright Patterson Air Force Base in coordinating all efforts.
5. Academic Restructuring. The Engineering School now exists on paper and we are searching for an S & E dean before we begin to implement the administrative structure there.
6. Nonacademic Restructuring. A search is now in progress for a new Vice President.
7. New Graduate Programs. The C.S.C.E.G. Ph.D. Program is stalled at the Chancellor's level and we are supplying them with additional data. A Master's degree in Logistics Management is being considered and was presented at the last Board meeting.
8. Financial Status. We are in fairly good financial shape as a result of the voter's support during the last year.
9. International Programs. Better coordination is needed.
10. Communications with Faculty and Staff. The unclassified staff is presently forming an organization; there is still a restlessness between the classified and unclassified staff. The Teamsters are at the present organizing here.

C. The Steering Committee approved the agenda of today's meeting.

V. Report of the Standing Committee

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

1. The 1983-84 UBRC met in conjunction with those persons nominated to serve on the 1984-85 Committee. There are two items left over for study for next year's committee:
 - a. A study of the methods by which faculty professional leaves are funded and whether research objectives of the University are advanced by this method of compensation.
 - b. A study of the level of funding of graduate assistants, graduate teaching assistants and graduate research assistants in conjunction with whether the University is maintaining a competitive ability to attract high-quality persons to these positions.

2. The projected surplus for this year of 4.5 million dollars will be realized and, perhaps, slightly exceeded; the UBRC has participated in discussions as to how to spend that surplus next year.

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

The Curriculum Committee spent most of its time during the past month working on General Education which will be presented under New Business on today's agenda. Routine matters were handled and there is some business held over that is listed under Old Business of today's agenda.

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

Before it leaves office on July 1, the University Faculty Affairs Committee intends to seek a clarification from the Provost regarding Faculty Affairs' role in the Trustees Award of Faculty Excellence.

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

1. Mr. McKee submitted the Library Committee's year-end report (Attachment A). He expressed his appreciation to the administration for its exceptional support of the following issues:

- a. The urgent need for library expansion.
- b. The need for a large increase in the acquisition budget.
- c. Membership in the on-line circulation system.
- d. The reestablishment of the position of Collection Development Librarian.

The Committee began the year with acute, justifiable anxiety, and it ends the year with considerable optimism for the future of the library.

E. Student Affairs Committee, Barbara Denison, Chairer, reporting:

The Student Affairs Committee met twice in May with two major items of business:

1. Physical Education Survey. In May the survey was distributed to all faculty and staff, to 3,000 student mail boxes in Allyn Hall, and to the campus residence students. Due to a delay in key-punching and computer problems, there has been no analysis as far as making specific recommendations; so the Student Affairs Committee plans to work with the Student Government over the summer to pass recommendations on to next year's committee. It will specifically look at:

- a. Scheduling of open recreation hours
- b. Priority of usage
- c. Publicity of the schedule
- d. Maintenance of the equipment and facilities

A summary of the results (raw data) was distributed to the Council. (Attachment B.) The Committee will meet with the Athletic Department to review the results of this survey.

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2. The Faculty Evaluation Subcommittee submitted a report with recommendations to the Student Affairs Committee (Attachment C). The students voted to carry this proposal forward to Academic Council and it will be introduced as New Business following item C of today's agenda. Mr. Alan Cooper, Chairer of the Committee, will give a verbal summary of what has transpired and to answer questions.

VI. Old Business

A. The following Curriculum Committee's recommendations were approved:

1. UNI 101 Freshman Seminar: The University Experience (1 credit hour) be approved for P/U grading. That the course be counted for credit except that it may not be used to satisfy the 183 hour University requirement for graduation. (Reference May 7 Academic Council Minutes, Attachment D.)
2. Completion of a form to be signed by student and faculty member when an "I" grade is given. (Reference May 7 Academic Council Minutes, Attachment D, Page 3.)
3. Use of S/U grading in MTH 102 (Reference May 7 Academic Council Minutes, Attachment D, Page 4.)

VII. New Business

A. Administrative Review Process Committee

1. Robert Adams presented "A Proposal to Adopt a University Policy for Periodic Review of Selected Administrators at Wright State University." (Attachment D.)

A motion was made and seconded to accept the review document. This item will appear as Old Business at the next Academic Council meeting.

B. Admissions Committee

1. "English for Foreign Students" Policy Proposal -- presented by Michael Williams, Chairer. (Attachment E.)

Discussion: According to Mr. Williams, this policy is needed in order that:

- a. there can be a better prospect of having academic success in classes taught in English.
- b. graduate teaching assistants of foreign birth can have sufficient proficiency as to not create a hinderance to those students taking courses under them.

Following a lengthy discussion with members of the Council, a motion was made and seconded to accept this proposal to be considered under Old Business at the next Academic Council meeting.

2. "Admission Policy for Superior High School Students" -- presented by Michael Williams, Chairer (Attachment F).

Discussion: Mr. Williams noted that this policy is broad enough to include appropriately eligible high school students, as well as make provisions for those very rare students who fall below high school age, but have the academic and intellectual capacity that far exceeds that level.

Following a lengthy discussion, a motion was made and seconded to accept this policy to be considered under Old Business at the next Academic Council meeting.

C. Curriculum Committee

1. General Education Proposal. Peter Bracher, Chairer of the Curriculum Committee, presented an interim progress report on General Education (Attachment G). Mr. Bracher highlighted the issues being reviewed (see the four items in the second paragraph of attachment G).

Although the Curriculum Committee will have a very heavy agenda in the fall, its first priority will be General Education and it is hopeful that a proposal can be presented to the General Faculty in the Winter Quarter. Mr. Bracher explained the reasons for the goals of the tentative time table listed on his report as:

- a. The Curriculum Committee would like to implement the new General Education Program in the fall of 1986 at the time when the new admissions requirements that were approved in the Articulation document go into effect.
- b. The Provost expects that undergraduate education is likely to get special attention in the accreditation visit in the fall of 1985. He would like to show at that time that Wright State University is taking a serious look at General Education in undergraduate education. He would like to see real progress on General Education in the course of the next academic year.

In dealing with General Education and in revising the document, the Curriculum Committee expects to follow the model that was followed during the current academic year on the Articulation Policy whereby a general policy will be established, but detailed consideration of implementation be deferred until after the policy has been approved.

Two items listed in the time table under implementation that are especially sensitive:

- (1) The issue of substituting equivalent courses for approved ones that are built into the program.
- (2) The accountability question.

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- D. Faculty Evaluation. Barbara Denison made a motion for acceptance of the recommendations from the Faculty Evaluation Committee's report (Items 1-3, Attachment C).

Alan Cooper, Chairer of the Faculty Evaluation Subcommittee introduced Ira Fritz and David Hanpeter (Student Representative) as members of the committee. He especially commended Mr. Hanpeter as an outstanding member who "brought a lot of things to the table and handled himself in an excellent manner under very trying conditions."

The committee met weekly during the quarter and conducted two open hearings. As a result of the hearings, the Committee made several changes that are reflected in the proposal. The Student Affairs approved this proposal unanimously and the committee on Recruitment and Retention passed a resolution that runs along the line of this recommendation.

The AACSB (American Association of Collegiate School of Business) has changed its accreditation practices and procedures, and has indicated that student evaluation of faculty is preferred as one of the ways in checking the teaching aspect of the faculty's duties.

Concerns of the Committee and Council: Several validated instruments will be required to fill the needs of the different colleges, the different lab work, etc. Also, there will be an administrative burden associated with the tabulation of the questionnaires.

Following a lengthy discussion, the motion was seconded. This will appear as Old Business at the next Academic Council meeting.

- E. Seating of New Council Members.

1. Elizabeth Harden introduced the new members as they were seated.

Faculty members elected for 1984-86:

Constituency B - Stephen Renas
Constituency C - David Barr
Constituency D - Clyde Barbour
James Kane
Creighton Phelps
Alphonso Smith
Constituency E - Judith Sealander
Constituency F - John Halki
Stephen Peterson
Constituency G - Thomas Knapke
Constituency H - Jean Sullivan

1984-85 Student Government Representatives:

Bill Kintner, Chairer
Steve Bowen, Graduate Studies Susan King, WOBC
Diana Cullman, Nursing Debbie Mink, Liberal Arts
Janet Eastep, Education Jeff Smith, Business

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F. Election of New Members of the Steering Committee:

Motion was made, seconded and passed to suspend the rules to elect the new members of the Steering Committee.

Motion was made, seconded and passed to elect the new members of the Steering Committee (Attachment H).

G. Ratification of University Committee Appointments for 1984-85:

Motion was made, seconded and passed to suspend the rules for the purpose of the ratification of University committee appointments for 1984-85.

Motion was made, seconded and passed to ratify the University committee appointments for 1984-85. (Attachment H.)

VII. Elizabeth Harden announced the following items of importance:

A. Wright State University Commencement, June 9, 1984 at the University of Dayton Arena

B. Wright State University Convocation, September 12, 1984

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

Date of next meeting: October 1, 1984

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Attachments:

- A - University Library Committee Report
- B - Student Affairs Committee Physical Education Survey
- C - Faculty Evaluation Committee Report
- D - A Proposal to Adopt a University Policy for Periodic Review of Selected Administrators at Wright State University
- E - Policy Proposal - English for Foreign Students
- F - Policy Proposal - WSU Admission Policy for Superior High Students
- G - University Curriculum Committee's Interim Report on General Education
- H - 1984-85 University Committees (Standing Committees & Ad Hoc Committees)
- I - School of Graduate Studies Annual Report