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## Faculty Senate Chronicle April 18, 1985

Heather M. Loughney

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the university of akron  
**Chronicle**

a report to the faculty of  
the university of akron



1984-85, No. 7 (35 pages)

April 18, 1985

COMMENCEMENT EVENTS

Spring Commencement this year will again be held in two ceremonies. All faculty are encouraged to attend the following events connected with the 1985 graduation:

Annual President's Senior Reception, Sunday, May 19, 1985 from 3 to 5 p.m., in Thomas Hall.

Graduation for the School of Law candidates, Saturday, May 25, 1985, 9 a.m., in Thomas Hall. The speaker will be Justice Arthur Goldberg. A reception will follow the ceremony.

The 32nd Annual Joint ROTC Army and Air Force Commissioning Exercises, Saturday, May 25, 1985, 11 a.m., in the Summit Lounge in Gardner Student Center. General Andrew P. Iosue, Commander, Air Training Command, Andrews Air Force Base, Texas, will address the cadets being commissioned.

The 113th Annual Spring Commencement, Sunday, May 26, 1985, 2 p.m., in the Coliseum, for recipients of all degrees other than Law—doctoral, master's, baccalaureate, and associate. The speaker will be Dr. Robert J. Kegerreis, President of Wright State University.

UNIVERSITY RECOGNITION LUNCHEON

The traditional University Recognition Luncheon, in the West Hilltop Room of the Gardner Student Center on Friday, May 3, 1985, at 12:30 p.m., will honor those faculty retiring this year. Those to be recognized are: Mr. Clark Biggins, Mr. C. Edward Gibney, Dr. D. J. Guzzetta, Mr. Gordon K. Larson, Dr. David P. Loyd, Dr. Aloysius E. Misko, Mr. John C. Pizor, Mr. Albert S. Rakas, Dr. Isabel E. Rush, Mr. Stanley A. Samad, Mr. Raymond Slattey Jr., Mrs. Janet W. Waishrot, Dr. Paul A. Weidner, and Mr. James L. Witherow. Details concerning reservations will be circulated through campus mail.

STANDING COMMITTEES FOR 1985-86

The Procedural Committee of University Council invites all faculty members to inform the Acting Senior Vice President and Provost by May 14, 1985 of any standing committee on which they would be interested in serving. The Procedural Committee will consider these assignments so that announcement of membership can be made in advance of the Fall 1985 Semester.

DEADLINE

Elections in the individual colleges shall be scheduled so they are completed by April 21, 1985.

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TABLE OF CONTENTS

University Dates	Page 2
Minutes of Regular Meeting of University Council, April 4, 1985	3
Appendix to Minutes of University Council meeting, April 4, 1985	
Curriculum Changes (including Law)	12



ADDITIONAL APPOINTMENT TO SEARCH COMMITTEE

Dr. Michael Farona, Professor of Chemistry, has been appointed to serve as faculty representative on the Search Committee for Associate Provost for Student Services.

AMERICAN COUNCIL ON EDUCATION FELLOW 1985-86

Dr. Linda L. Moore, Associate Professor of Communication, has been named a 1985-86 American Council on Education Fellow. This award is based upon a thorough consideration of academic credentials and potential for administrative leadership, the recommendations of professional colleagues, the judgment of interviewing teams of experienced administrators, and overall qualifications as measured against the standards of the Program. The benefits reaped during the year will accrue to the University as well as to the Fellow. Congratulations and best wishes are extended to Dr. Moore.

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UNIVERSITY DATES

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|--------|--|
| May 2  | <u>Regular meeting of University Council</u> , 307 Warren W. Leigh Hall, 3 p.m.  |
| May 3  | <u>Faculty Recognition Luncheon</u> , 12:30 p.m., West Hilltop Room, Gardner Student Center.   |
| May 19 | <u>President's Annual Senior Reception</u> for 1985 graduates and their families, Thomas Hall, 3-5 p.m.  |
| May 25 | <u>School of Law Graduation</u> , Thomas Hall, 9 a.m.<br><br><u>The 32nd Annual Joint Army/Air Force ROTC Commissioning</u> , Summit Lounge, Gardner Student Center, 11 a.m. |
| May 26 | <u>The 113th Annual Spring Commencement</u> (for all but Law Graduates), The Coliseum, 2 p.m.  |

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Any comments concerning the contents of The University of Akron Chronicle may be directed to the Office of the Acting Senior Vice President and Provost.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 4, 1985

The regular meeting of the University Council was called to order by the Chairman, Acting Senior Vice President and Provost John S. Watt, at 3 p.m. on Thursday, April 4, 1985, in Leigh Hall 307.

Fifty-eight of the 75 members of Council (including three ex officio for 1984-85) were present. Those absent with notice were: Dr. James Anderson; Dr. Barbara Armstrong; Mr. David Brink; Dr. Michael d'Amico; Dean James W. Dunlap; Dr. Robert Eley; Dr. Walter Lehrman; Mr. Kenneth McCormick; Dr. Linda Moore; President William V. Muse; Dr. Charles Poston; Dean Marion Ruebel. Absent were: Dr. Regis McKnight; Mr. Walter Morton; Mr. John Myers; Mr. Frank Pignatelli; Miss Barbara Sculley.

Before proceeding with the regular order of business, Dr. Watt made the following announcements:

Dr. Michael Farona, Professor of Chemistry, has been appointed to serve as faculty representative on the Search Committee for Associate Provost for Student Services. This is in compliance with the request of Council at the March meeting.

The committee preference forms will be in the mail to all faculty by April 16, 1985. Since college elections are to be completed by April 21, the forms should be returned to the office of the Acting Provost on or before May 14. The Procedural Committee will consider these assignments so that announcement of membership can be made in advance of the Fall 1985 Semester.

With reference to committee assignments, Dr. Fleming said if it is the will of Council at the elections in May, he would be pleased to serve a second term as the University's representative on the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents. Dr. Watt thanked Dr. Fleming and told him this would be handled during the elections at the May meeting of Council.

The Chairman then called for consideration of the minutes of the meeting of University Council of March 7, 1985, as printed in The University of Akron Chronicle of March 18, 1985.

Dr. Fleming directed attention to the last paragraph on Page 7 and his remarks which read: "Dr. Fleming wanted to know if the committee has any recourse in selecting the type of classrooms assigned." He asked that his statement be amended as follows: "Dr. Fleming wanted to know whether the University has any recourse to designers and/or contractors when classrooms prove poorly suited to their intended use." (The amended portion is underlined.) With this amendment, the minutes were approved on motion.

Mr. Baldwin presented the list of potential graduates for the May 1985 Commencements and moved that the list of all candidates, then before Council, for degrees at the May 1985 Commencements be approved without addition, pending completion of all requirements, approval by their respective collegiate faculties, and approval by the University Board of Trustees. The motion was seconded and carried.

Proceeding to the reports of the standing committees, the Chairman called upon Dr. C. Frank Griffin, who stated that the Procedural Committee met on Friday, March 22, 1985 to set the agenda for today's meeting. At that meeting the committee also considered a proposal from the Faculty Well-Being Committee to amend the Bylaws of University Council to provide for part-time faculty representation. According to the rules of Council, an amendment to the Bylaws must be filed with the Secretary of Council at least two full academic weeks prior to a regular meeting at which it is to be introduced. It shall have been distributed by the Secretary of Council to the Procedural Committee which shall have placed it on the agenda and shall have caused its distribution to be made to members of



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

the Council and the faculty. Proposals for such amendments may be discussed, but they must be placed on the table for action at the next meeting of the Council. This proposal will be placed on the agenda for the May meeting. In addition, the committee considered the request from the Library and Learning Resources Committee to place on the agenda approval of a special handbook as a requirement for all students. (This handbook has previously been circulated to faculty.)

Mr. Baldwin, on behalf of the Academic Policies, Curriculum and Calendar Committee, referred to the document which had been circulated to Council prior to today's meeting and presented Item I. Curriculum, which contained 26 curricula changes. In summary, he said 24 of these 26 changes were approved in committee with no objections and, as a time-saving device, would like to depart from the usual procedure and recommend approval of the following curricula changes en masse: from the Buchtel College of Arts and Sciences AS-85-10 and AS-85-11 from the Department of English and AS-85-26 from the Department of Urban Studies; from the Community and Technical College CT-85-01 from the Division of Public Service Technology, CT-85-04, CT-85-06, CT-85-07, CT-85-08 and CT-85-10 from the Business Technology Division, and CT-85-12 from the Engineering and Science Technology Division; from the College of Education ED-85-02 from the Department of Educational Administration and ED-85-03 from the Department of Counseling and Special Education; from the College of Engineering EN-85-14 from the Department of Biomedical Engineering (M.D./Ph.D. Program) and EN-85-20 from the Department of Mechanical Engineering; from the College of Fine and Applied Arts FA-85-19 from the Department of Music, Theatre and Dance; from the Wayne General and Technical College WC-85-01, WC-85-02, WC-85-03, WC-85-04, WC-85-05, WC-85-06, WC-85-07 and WC-85-09; and from the Interdisciplinary Subcommittee, IN-85-01, Interdisciplinary Program in Environmental Health. (All curriculum changes are included in the Appendix to these Minutes.)

The motion to approve was seconded. Hearing no objections, the Chairman called the question and the motion carried.

Mr. Baldwin proceeded to the two proposals he had held in abeyance which had objections outstanding and presented from the College of Education ED-85-04 from the Department of Counseling and Special Education. This proposal changes the existing Residence Hall course from a letter grade to a credit/noncredit. This change was approved by the subcommittee and the full committee over one outstanding objection from Dr. Deitchman. Mr. Baldwin moved approval. The motion was seconded.

Replying to a question from Rob Kochis, Mr. Baldwin explained that the rationale for this change is recommended because of the nature of the course which was developed to provide a knowledge and skill base for beginning resident assistants employed in university residence halls. The course is an experiential course and is not required as part of any student's academic program. Therefore, it seems more appropriate to award academic credit on the satisfactory completion of assigned work rather than grading on a letter system.

The motion to approve ED-85-04 from the Department of Counseling and Special Education was put to a vote and carried.

Presenting the next curriculum proposal, GR-85-01, from Graduate Studies and Research, Mr. Baldwin said this change comes with the recommendation of the Academic Policies, Curriculum and Calendar Committee and the approval of Graduate Council. Although there had been a number of objections raised, they were all resolved except for one, and with some editorial changes, Graduate Council and the Committee recommended it for presentation to University Council with a recommendation for approval. Mr. Baldwin so moved.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

Dr. McGucken submitted a small editorial correction changing "thesis" to "theses" in agreement with "dissertations", and was assured that any such changes would be made in the final presentation.

Dr. Gerlach voiced his doubts about the definitions given for "colloquium" and "seminar" and moved that those two items be referred back to the Graduate Council for reconsideration and proper definition. The motion was seconded.

Dr. Gerlach's objection addressed the definitions of "colloquium" and "seminar". He said "colloquium" involves mutual discourse, conversation on some broad field of study, usually led by a different lecturer at each meeting; "seminar" is a small group of advanced students engaged in original research under a professor who meets regularly with them for reports and discussions. He said those definitions should be emphasized and Graduate Council is the proper body to address this.

Dr. Walton, speaking for Graduate Council, said these definitions had been discussed at great length during most of the academic year and the definitions contained in the proposal satisfied most of the disciplines in terms of those students concerned. He recommended that the language remain as it stands. Dr. Farona supported Dr. Walton.

The Chair called for a vote on the amendment to refer the definitions of "seminar" and "colloquium" back to Graduate Council for reconsideration. The motion failed.

Returning to the original motion to approve the curriculum proposal GR-85-01 as recommended by the Academic Policies, Curriculum and Calendar Committee, the Chairman called for a vote on the motion. The motion carried.

Concluding his report on behalf of the curriculum proposals, Mr. Baldwin proceeded to Item II. Calendar Recommendations and presented three items individually in the form of a report, since action taken in committee lacked a quorum, although votes were taken.

- A. That classes be cancelled at the discretion of the instructor on Thursday, February 6, 1986 from noon to 2 p.m. in honor of Martin Luther King.

Mr. Baldwin said when the vote was taken, it was 12 affirmative and 4 abstentions with no negative votes and it is now presented for Council action. It was moved and seconded that Item A. be approved.

Dr. Fleming was concerned about the discretionary portion of the proposal and said cancellation of classes from noon to 2 p.m. should be mandated across the campus. The Chair reminded Council that action taken here regarding Martin Luther King Day would be for this year only; the Federal Government has designated a day for national observance, which will be the first day of the spring semester next year. It is expected that the holiday will "float" like others and will not mandate closing on that day.

At this point, Dr. Farona submitted an amendment to the proposal and moved that the words "at the discretion of the instructor" be stricken. The motion was seconded.

Dr. Dye spoke against the amendment, saying we need to protect classroom time. Dr. Jackson was of the same opinion. Dean Jenkins said he would support Drs. Dye and Jackson and added that he would also support the Martin Luther King observance in the context of a full day with the intention of adding a day at the end of the semester. Dr. Fleming was concerned that faculty members who maintained classes during that period of time might be considered disrespectful, thus being placed in an awkward position.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

Dr. Hinckley said faculty have been placed in awkward positions at other times, and she felt they could very well handle such situations.

Dr. Walton said he couldn't imagine that two hours could possibly make such a difference and favored striking the clause "at the discretion of the instructor" and the cancellation of classes from noon to 2 p.m. across the board.

Two student representatives, Rodney Yates-Smith and Rob Kochis, spoke in favor of the amendment to strike the discretionary portion.

Dr. Gerlach spoke against the amendment. He said there are many great people in American and world history who are suitable to be honored, such as George Washington and Abraham Lincoln as two cases in point. He was of the opinion that these great people who have achieved great things for our country in the past are best honored by having us get on with our real work at the University, which is to promote the constant application of ourselves in the classroom according to schedule which, in the end, is the best way to pay honor to all our forebears.

Dr. Fleming agreed with the points that Dr. Gerlach emphasized and said the best way to honor Dr. King and the educational process and to further the principles he stood for would be to hold classes for those two hours at the discretion of the faculty member.

The Chairman then called for a vote on the amendment to strike from the proposal "at the discretion of the instructor", which would mandate classes being cancelled from noon to 2 p.m. on Thursday, February 6, 1986. The amendment failed, with 16 voting in favor and 31 voting against.

Returning to the original motion: "That classes be cancelled at the discretion of the instructor on Thursday, February 6, 1986 from noon to 2 p.m. in honor of Dr. Martin Luther King", the Chairman called the question and the motion carried unanimously.

Mr. Baldwin reported on the next item:

- B. That classes be cancelled at the discretion of the instructor on Friday, May 3, 1986 from noon to 5 p.m. in recognition of May Day.

He said that again, committee action on this item was unofficial, but the vote was 15 in favor and one abstention for the proposal as it is presented here.

Mr. Kochis called attention to a typographical error, stating that the Friday in 1986 is May 2, not May 3, and since May 2 is not the last day of the semester, the May Day date should be Friday, May 9. Following Mr. Baldwin's assurance that the May 3 date would be corrected, Mr. Kochis moved an amendment to the motion:

That classes be cancelled from noon to 5 p.m. on Friday, May 9, 1986 in recognition of May Day.

Defending his motion, Mr. Kochis said that about \$10,000 will be invested in the programs this year with various activities planned. He said this is one event in the year that really attracts a large number of students (even more than football or basketball games) and complimented the new Director of Student Development, Mary Beth Gibson, for her efforts in making this day something more than a "beer bash".

Further discussion followed, with Drs. Hinckley and Jackson objecting to the cancellation of classes on the afternoon of May 9. Dr. Fleming wondered if the motion could be split, with "at the discretion of the instructor" as one issue and the date as another. Dr. Watt said that under the circumstances, the motion was made to include both



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

both and it would only complicate matters if it were split. However, if this motion is defeated, a motion can then be made to split or change.

Dr. Farona asked if, in other years, May Day was always the last Friday in the spring semester and if classes were always cancelled. Dr. Watt replied that the tradition goes a long way back to the days before becoming a state institution, when there were May Day parades, May Queens, May dances, etc., and classes were cancelled for the entire day, but it was seldom the last teaching day of the semester. Dr. Farona recalled classes being cancelled for a half day; Dr. Jackson affirmed that it was not, however, the last day of the semester.

Dr. Gerlach moved to divide the motion with Item No. 1 being the date and Item No. 2 "at the discretion of the instructor."

Hearing a second to the motion to divide, Dr. Watt immediately called the question on the undebatable motion. The motion to divide passed, with a vote of 30 affirmative and 6 negative.

The Chairman called the question in Item No. 1 to change the date of celebrating May Day from May 2, 1986 to May 9, 1986. The motion failed with a vote of 13 in favor; 22 against.

The chairman then called the question on Item No. 2 "That classes be cancelled from noon to 5 p.m. on Friday, May 2, 1986."

Mr. Kochis again reminded Council of the magnitude of programming that is being planned for May Day and the expectation of probably more than 8000 students attending the afternoon activities. Dr. Helmick commented that May Day is also University Recognition Day for faculty who have retired from this University and said if classes are not cancelled for half a day, many faculty would not be able to attend.

Dr. Hinckley suggested that, for the sake of consistency, this item should include the discretionary clause as did Martin Luther King Day, and opposed the amendment.

The Chair called for a vote on the amendment. With 15 voting in favor and 31 opposed, the motion to amend failed.

With both parts of the amendment having failed, the Chair returned to the original motion:

That classes be cancelled at the discretion of the instructor on Friday, May 2, 1986 from noon to 5 p.m. in recognition of May Day.

He called for a vote on the original motion. The motion passed with 35 voting in favor and 6 opposed.

Mr. Baldwin continued to the third item under Calendar Recommendations and called attention to a typographical error: the date should be Friday, September 6, 1985 and not September 6, 1986. With this correction he presented for Council action the following:

- C. That classes be suspended on Friday, September 6, 1985 from 3 to 5 p.m. in order that faculty and students could attend the Investiture activities for President William V. Muse.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

According to Mr. Baldwin this item was discussed in committee at a time when there was no quorum, therefore the action taken was unofficial, but the committee did take a straw vote with the result being 14 affirmative and 1 opposed at that time.

Dr. Gerlach moved approval and Dr. Dye seconded.

Dr. Jackson submitted an amendment by inserting the words "at the discretion of the instructor." Hearing a second, the Chair repeated the motion as amended:

That classes be suspended at the discretion of the instructor on Friday, September 6, 1985 from 3 to 5 p.m. in order that faculty and students could attend the Investiture activities for President William V. Muse.

The amendment carried with 39 voting in the affirmative and 4 opposed. The vote on the original motion was then unanimous.

Concluding his report from the Academic Policies, Curriculum and Calendar Committee, Mr. Baldwin said there are no outstanding curriculum proposals this year that have not been approved. Those that have not been addressed by Council have been processed according to the short form through the Provost's office.

Dean Barker had no report from the Athletics Committee.

Reporting for the Campus Facilities Planning Committee, Dr. Savinell read the following report:

The committee met on the afternoon of March 20, 1985. The charge of the March 7, 1985 University Council meeting was considered. This charge reads "Investigate minimum standards for teaching facilities and the suitability of current classrooms and report their findings back to Council". In response to the spirit of concerns expressed at this Council meeting, this committee took the following actions after some discussion:

1. A survey instrument was prepared which asks the faculty to report any current problems which exist in classrooms they use. This survey has been sent to the faculty and the results will be summarized and reported.
2. Mr. Donald Bowles will prepare a report to University Council briefly outlining the causes of the classroom shortage, the methods of allocating space, and the plans to resolve the problem.
3. The committee considered approaches to formulating a list of minimum standards for new classroom construction. This subject will continue to be pursued in future meetings of the committee.

The committee considered one additional item. In order to enhance the overall appearance of the campus and maintain continuity of surface materials, the Campus Facilities Planning Committee recommends that the selection of all surface materials, including color and paint type, be coordinated by the University Architect.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

Dr. Savinell moved acceptance of his report. The motion was seconded and carried.

Dr. Fleming repeated his request that the committee investigate whether or not the University, in contracting people for remodeling or building work, has some sort of warranty provided by the contractor as to whether the facilities provided will be suitable for use by faculty. He said it is most important that faculty have classrooms at least marginally usable.

Complying with the Chair's request, Mr. Bowles replied that there is an Errors and Omissions Insurance, which all contractors, engineers and architects carry, and this type of warranty is enforced. He said, however, that most of the contracting is not done by the University, but is done by the State of Ohio. Dr. Watt commented that a very important point to remember is that today, in contrast to not so long ago, the University has less control over new buildings through the architects than the State of Ohio has. Mr. Bowles added that buildings are designed based upon input from faculty committees and consequently the kinds of classrooms and facilities that go into those buildings are based on information emerging from those committees; a lot also depends on the budget.

Dr. Jackson read the following report from the Faculty Rights and Responsibilities Committee:

The main function of the committee has been to hear appeals from faculty members concerning appointment, promotion and tenure, but no formal appeals have been lodged with the committee this year. We have given advice to several faculty members concerning the committee's function, and received informal comments about matters under our purview.

Several of the comments led the committee to examine two areas of policies or procedures:

1. In 1973 University Council adopted standards for Guidelines for Promotion, Tenure, Retention and Initial Appointment. Each college, department and division was to prepare detailed guidelines suitable to its needs, but conforming to University Council standards. Over the years it appears that several academic units have amended their guidelines and it is probable that some do not comply with minimum standards. The committee will review the current guidelines and report its findings to Council.
2. Salary raises are determined in various ways in different academic units. The committee will assemble the various methods currently employed and make them available to the colleges, departments and divisions.

Dr. Gerlach referred to Item 1 in the report and the intention to review current guidelines and report findings to University Council. He wondered if the committee could do likewise with Item 2. Dr. Jackson replied that the committee currently simply proposes to collect these documents and distribute them. After people have had a chance to review them, a later request could bring a more formal analysis.

Dr. Watt said that in terms of promotion, tenure and retention, University Council mandated written guidelines by each department; written guidelines for the determination of salaries have never been mandated.

Dr. Jackson moved adoption of his report. The motion was seconded and carried.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

Mrs. Clinefelter reported that the Faculty Well-Being Committee met on March 15, March 22, and April 2 in order to consider fringe benefits and study Dr. Tom Brown's proposal for an Employee Assistance Plan. After meeting with the committee Dr. Brown revised his proposal in light of committee questions and recommendations. The committee has studied this revision and will distribute a copy of the revised proposal to University Council members in time for consideration at the May meeting. A cover letter will accompany this proposal listing the advantages and disadvantages of both internal and external plans. The committee presented an external plan last month. It is reprinted in the Appendix to the March 18, 1985 issue of The University of Akron Chronicle. The committee will make its report and recommendation on an Employee Assistance Program at the May Council meeting.

Mrs. Clinefelter moved approval of her report. The motion was seconded and carried.

For the Library and Learning Resources Committee, Dr. Jones read the following report:

The committee met in the Library Conference Room at 3 p.m. on Wednesday, March 20. Discussion continued concerning the Policy Subcommittee Report, Mrs. Barbara Heinzerling, Chair. The consensus of the committee was that the Library Learning Resources Handbook should be required of new freshmen students by purchase at minimum cost.

Discussion then centered on another topic, departmental or divisional or college libraries or reading rooms or resource centers. Dr. Hodowanec wondered if the perceived need for these reflected a service that the main library should provide and did not, or if these were simply "hands on" speciality centers for a limited number of students with materials that did not belong in the main library, or limited reference centers for faculty. The question of whether or not some of these resources should be included in the computer search at the library, the question of how useful some of these might be for scholarly research by others on campus not connected with a particular operation, and allied questions revealed how little the committee and the library knew of the subject. Again, the committee's consensus was that some type of survey should be conducted to identify the various other libraries.

The committee also lamented the lack of continuity the committee had with the appointment of new members each year. The committee suggests to University Council that no more than half of the members of the Library and Learning Resources Committee be replaced every year. Such a process would facilitate ongoing study by the committee, and make liaison between the Library and University Council more meaningful.

Following the conclusion of his report, Dr. Jones directed a suggestion to the Procedural Committee asking that when committee appointments are considered for 1985-86, at least half of the present membership on the Library and Learning Resources Committee remain. Following the Chair's acknowledgment of the request, Dr. Jones moved adoption of the following resolution:

Be it resolved that there be a University requirement that the Library Learning Resources Student Handbook be required for all freshmen students at a cost not to exceed \$1 per copy.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

In the discussion which followed, several questions were raised regarding methods of distribution, whether through the Bookstore or in the registration package. Dr. Jones said the handbook would be distributed through classes; Dr. Hinckley wondered if everyone would purchase it.

Mr. Baldwin voiced concern about putting a specific dollar factor into policy and suggested changing the statement to "at a reasonable cost" rather than specifying a particular dollar amount. Dr. Jones accepted the statement as amended and moved approval of the following:

Be it resolved that there be a University requirement that the Library Learning Resources Student Handbook be required for all freshmen students at a reasonable cost. ✓

The motion was seconded.

Concerning the handbook itself, several questions were raised regarding distribution, actual cost, and what specific enforcement mechanism could be brought to bear to ensure that all freshmen students purchase the handbook.

At this point, Dr. Watt asked Dr. Gerlach, in the absence of Dr. Linda Moore, President Pro Tem, to take the Chair so he could voice a few concerns to Council. He said the first issue involved here is distribution and if this is going to be required of a particular course, the faculty who teach the course should be the ones who decide if it should be required. The second issue is the great sensitivity in this institution among the Trustees, administrators, students and faculty with regard to the cost of student materials. As an alternative, since no figures have been submitted on the cost for this handbook and despite the psychology of having students buy it, it might be better to provide it from some budget. Dr. Watt said he supports the handbook itself, but it seems to boil down to a question of how the students get the booklet and who pays for it.

Dr. Gerlach, as Chair, called for any further discussion on the motion as it had been amended to provide for reference to actual cost rather than the exact dollar. Dr. Watt moved an amendment that this item be referred to the Academic Policies, Curriculum and Calendar Committee for consideration and review of all the factors and to be reported back to University Council at the May meeting. The motion was seconded and carried. Dr. Watt then resumed the Chair.

In Mr. McCormick's absence, there was no report from the Reference Committee.

The Research (Faculty Projects) Committee had no report.

Dean Hansford had no report from the Student Affairs Committee.

Dr. Fleming, the University's representative to the Chancellor of the Ohio Board of Regents, said there would not be a meeting until April 17, 1985, hence no report.

Moving to the next agenda item, Dr. Watt said the Employee Assistance Program is being carried over as old business until next month. He added that there will be other business at the May meeting which has normally been confined to reorganization, but which was modified last year when there was a considerable amount of business to handle.

When asked about the question laying over from the March meeting with regard to the 48-hour requirement, Dr. Watt said that item is still under consideration by the Academic Policies, Curriculum and Calendar Committee and is one more item to be reported to the Council in May.



MINUTES OF MEETING OF UNIVERSITY COUNCIL, 4/4/85, continued

There being no "New Business", Dr. Watt reported on the modification of the Student Disciplinary Policy which was passed in December for submission to the Board of Trustees. This has been done and the Educational Policy Committee of the Board has discussed it at two meetings. The committee requests Council to provide one more review of the question of the Appeals Board and then report back. The committee's concern about students was discussed with the student observers at the committee meetings and as a consequence, the policy has not as yet gone to the full Board. The Chair would entertain a motion to refer the Student Disciplinary Policy back to the Academic Policies, Curriculum and Calendar Committee to report back to University Council in May for disposition.

Mr. Baldwin so moved; the motion was seconded and carried.

On motion, the meeting adjourned at 4:40 p.m.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

SCHOOL OF LAW

Pursuant to prior University Council authorization (Minutes, February 19, 1970, page 12 of the Faculty Bulletin, March 5, 1970 issue), these curricular changes have been duly adopted by the Faculty of the School of Law at its meeting of March 14, 1985, to be effective beginning the academic term as stated herein.

LS-85-02 (Effective Fall 1986)

Add	9200:662	<u>Media Law.</u> 3 credits. Prerequisite: 604. Constitutional, defamation, and commercial problems involved in the written and/or oral publication of news and entertainment features.
	9200:677	<u>Health Law.</u> 3 credits. Liability of doctors, nurses, and hospitals; problems of consent; reporting obligations, patient rights, insurance and risk management; autopsy and organ donation.
Title	9200:675 9200:675	<u>Seminar in Estate Planning. TO</u> <u>Special Problems in Estate Planning.</u>



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

The following curriculum changes, in accordance with the Curricula Change process adopted by University Council on December 12, 1974, have had final approval by the Acting Senior Vice President and Provost, or through specific vote by University Council, all effective September 1985 (unless otherwise noted).

BUCHTEL COLLEGE OF ARTS AND SCIENCES

AS-85-10  
English

Add	3300:476/576	<u>Theory and Teaching of Basic Composition.</u> 3 credits. Review of current research and exploration of specific instructional methods for teaching basic composition.
	3300:674	<u>Research Methodologies in Composition.</u> 3 credits. Research methodologies in composition and their application. Students will define research areas, summarize and evaluate work already done, and propose and complete semester research projects.

AS-85-11  
English

Add Graduate Certificate in Composition

Requirements: To be eligible for the Certificate in Composition, a person must be admitted to the University as a graduate student (with either regular graduate status or special non-degree status). An eligible person interested in the program should contact the Program Director. Five courses in composition and linguistics required. Other appropriate English courses in composition or linguistics may be substituted as optional courses with the permission of the director.

Required Courses:

3300:576	Seminar: Theory and Teaching of Basic Composition	3
3300:673	Theories of Composition	3
3300:674	Seminar: Research Methodologies in Composition	3

Optional Courses:

3300:570	History of the English Language	3
3300:571	U.S. Dialects: Black and White	3
3300:589	Grammatical Structures of Modern English	3
3300:575	Theory of Rhetoric	3
3300:589	Seminar: Sociolinguistics	3
3300:670	Modern Linguistics	3
3300:689	Seminar: Stylistics	3
3300:689	Seminar: Contextual Linguistics	3

*Call K. Watson*



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

AS-85-18

Economics

Clarification of mathematics requirement for BA and BSLE programs

From:	3450:149	Precalculus Mathematics	4 credits
To:	3450:149	Precalculus Mathematics	4 credits
		OR	
	3450:147,8	Elementary Functions I, II or equivalent	6 credits

Note: 3250:100 Introduction to Economics cannot be used to satisfy the requirements for a major or minor in economics.

BSLE Program

At least 30 departmental credits including:

3250:201	Principles of Macroeconomics	3
3250:202	Principles of Microeconomics	3
3250:330	Labor Problems	3
3250:410	Microeconomics	3
3250:420	Mathematical Economics I	3

Two of the following:

3250:333	Labor Economics	3
3250:430	Human Resource Policy	3
3250:431	Labor and the Government	3
3250:432	Collective Bargaining	3

Electives 9

Mathematics

3450:149	Precalculus Mathematics	4
	OR	
3450:147,8	Elementary Function I, II or equivalent	6



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

AS-85-19

Economics

Clarification of Graduate Requirements

Add: Courses taken outside the department must be approved (in writing) by the student's advisor prior to enrollment.

Change footnote in General Bulletin regarding the recommended coursework for students with insufficient background in economics.

\*\*The student should have a BA/BS degree from an accredited college or university and some background in labor and industrial relations. An interested student who has no background may take the following courses:

3250:201	Principles of Macroeconomics	3
3250:202	Principles of Microeconomics	3
3250:330	Labor Problems	3
6500:321,2	Quantitative Bus. Analysis I, II	6

AS-85-26

Urban Studies

Change in program description and requirements for Urban Planning Option of the Master of Arts in Urban Studies.

Core Requirements

3980:600	Basic Analytical Research	3
3980:601	Advanced Research & Statistical Methods	3
3980:602	American Urban Development	3
3980:690	Urban Studies Seminar	3

Planning Requirements

3980:630	Introduction to Planning Practice & Theory	3
3980:631	Urban Facilities Planning	3
3980:632	Land Use Control	3
3980:637	Field Methods in Urban and Regional Plng	3
3980:638	Field Methods in Urban and Regional Plng	3
	lab	3
3980:670	Planning Research	3
3350:536	Urban Land Use Analysis	3

Electives

Four elective courses totaling 12 credits or more should be selected in consultation with the faculty advisor.

Internship

3980:695	Required for students who do not have professional planning experience	3
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APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

COLLEGE OF FINE AND APPLIED ARTS

FA-85-15

Home Economics

Add	7400:303	<u>Children as Consumers.</u> 3 credits. Development of consumer education concepts for children grades K-8. Emphasis includes research data on children in the consumer role.
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FA-85-16

Music, Theatre and Dance

Add	7500: <del>4</del> 53/553	<u>Music Software Survey and Use.</u> 2 credits. Prerequisite: 7500:152 or permission of instructor. A survey and evaluation of available software in the various forms of musical instruction. Students will design a course suitable for submission to a programmer.
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7500:613	<u>Instructional Programming in Music for the Microcomputer.</u> 3 credits. Prerequisite: 453/553. Introduction to programming languages for the microcomputer including BASIC, Pascal, and Assembler. Programming will be directed towards music educational concepts.
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COMMUNITY AND TECHNICAL COLLEGE

CT-85-01

Public Service Technology

Revise Educational Technology as follows:

1100:	Physical Education	1
1100:106	Effective Oral Communication	3
2020:121	English	4
2020:130	Intro to Tech Math and elective (1)	
	OR	4
2020:131	Math Analysis I*	
2020:240	Human Relations	3
2020:242	American Urban Society	3
2200:245	Infant/Toddler Day Care Programs	3
2200:250	Observing and Recording Children's Behavior	3
2540:140	Typing for Non-Secretarial Majors	2
3750:100	Introduction to Psychology	3

\*A "2+2" program is available for students interested in earning an Associate of Applied Science degree, Child Development Option, and the Bachelor of Arts degree in Child Development. Students must select Math Analysis I, Survey of Basic Economics, and Developmental Psychology in the Associate degree program in order to obtain the Bachelor's degree with 132 credits.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

5100:150	Introduction to Professional Education	
	OR	3
2020:247	Survey of Basic Economics*	
5100:250	Human Development and Learning and elective (1)	
	OR	4
3750:130	Developmental Psychology*	
5100:310	Educational Media and Technology	3
5200:360	Nursery School Laboratory	3
5550:211	First Aid	2
5850:295	Field Experience	5
7400:132	Early Childhood Nutrition	3
7400:265	Child Development	3
7400:275	Play & Creative Expression Activities	4
7400:290	Administration of Child Care Centers	3
7400:360	Parent-Child Relations	2

\*A "2+2" program is available for students interested in earning an Associate of Applied Science degree, Child Development Option, and the Bachelor of Arts degree in Child Development. Students must select Math Analysis I, Survey of Basic Economics, and Developmental Psychology in the Associate degree program in order to obtain the Bachelor's degree with 132 credits.

CT-85-04

Business Technology

Credits	2440:239	<u>RGP II Programming.</u> TO 2 credits.
Title	2440:133	<u>COBOL Programming.</u> TO <u>Structured COBOL Programming.</u>
Title, Credits	2440:132	<u>Assembler Programming and JCL.</u> TO <u>Assembler Programming.</u> 3 credits.
Add	2440:252	<u>Job Control Language.</u> 1 credit. Prerequisite: 234. Explanation of JOB, EXEC and DD statements and their associated parameters. JCL procedures and overrides.
Add	2440:132	<u>Assembler Programming.</u> 3 credits. Prerequisite: 131. Continuation of 131. Emphasis on BASIC Assembler Language and practical application programming using BAL.
	2440:121	<u>Introduction to Programming Logic.</u> 2 credits. Prerequisite: 120. Introduction to fundamental concepts of problem solving and developing programming logic, with emphasis on effective design of business application programs.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

2440:239	<u>RPG II Programming.</u> 2 credits. Prerequisite: 121 or permission of coordinator. Report Program Generator (RPGII) programming. Includes RPG coding and debugging with applications which lend themselves to use of RPG II.
2440:265	<u>Programming Ethics and Security.</u> 2 credits. Prerequisite: 133. Legal principles specific to field of data processing; potential for computer oriented crimes and security measures necessary for their prevention.
2440:262	<u>COBOL Efficiency.</u> 2 credits. Prerequisite: 234. Provides students with opportunity to enhance their knowledge of COBOL language. The development of COBOL, its facility for change, and its place in today's businesses.
2440:264	<u>PL/1 Programming.</u> 2 credits. Prerequisite: 132 or permission of coordinator. Basic concepts of PL/1 programming and particular usefulness of PL/1 in business applications.
2440:263	<u>Data Base Concepts.</u> 3 credits. Prerequisites: 234,241. Fundamental concepts of three main types of data base management systems, their similarities and differences. Data base design project required. No programming.
2440:261	<u>CICS Customer Information Control System.</u> 3 credits. Prerequisite: Advanced COBOL. Basic concepts of CICS; demonstrates particular usefulness of CICS features that application programmers need.
2440:266	<u>BASIC for Programmers.</u> 3 credits. Prerequisite: COBOL Programming or permission of coordinator. To familiarize students with important programming techniques and concepts in BASIC language. Emphasis on complex interactive business applications programs using micro-computers.

Data Processing Degree Program (revised)

1100:	Physical Education	1
1100:105	Introduction to Public Speaking	
	OR	
1100:106	Effective Oral Communication	3
2020:121	English	4
2020:141,2	Math for Data Processing I, II	7
2020:222	Technical Report Writing	3
	OR	
2540:263	Business Communications	



APPENDIX 'TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

2020:240	Human Relations	3
2020:247	Survey of Basic Economics	3
2420:104	Introduction to Business	3
2420:211,12	Basic Accounting I,II	6
2440:120	Intro to Information Processing	2
2440:121	Programming Logic	2
2440:131	Introduction to Programming	2
2440:132	Assembler Programming	3
2440:133	Structured COBOL Programming	2
2440:234	Advanced COBOL Programming	3
2440:239	RPG II Programming	2
2440:241	Data Processing Systems	3
2440:251	Data Processing Projects	5
2440:252	Job Control Language	1
	Data Processing Electives	6
<u>Data Processing Electives</u>		
2420:266	BASIC for Programmers	3
2440:235	Current Programming Topics	2
2440:261	CICS	3
2440:262	COBOL Efficiency	2
2440:263	Data Base Concepts	3
2440:264	PL/I Programming	2
2440:265	Programming Ethics and Security	2

Revise Data Processing Minor as follows:

2440:120	Introduction to Information Processing	2
2440:121	Introduction to Programming Logic	2
2440:131	Introduction to Programming	2
2440:133	Structured COBOL	2
2440:234	Advanced COBOL Programming	3
2440:241	Data Processing Systems	3
2440:239	RPG II	2
2440:	Electives	3-4

Total credits: 19-20

CT-85-06

Business Technology

Add to Legal Secretarial degree requirements:

2540:281	Machine Transcription	2
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Delete from Legal Secretarial degree requirements:

Two hours of electives



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

CT-85-07

Business Technology

Add	2420:213	<u>Basic Accounting III.</u> 3 credits. Prerequisite: 212. Study of information needs of management. Emphasis on the interpretation and use of accounting data by management in planning and controlling business activities.
	2420:214	<u>Essentials of Intermediate Accounting.</u> 3 credits. Prerequisite: 212. Study of development of financial accounting theory and its application to problems of financial statement generation, account valuation, analysis of working capital, and determination of net income.
	2420:216	<u>Survey of Cost Accounting.</u> 3 credits. Prerequisite: 213. Provides student with conceptual understanding of how accounting information is developed and used for product costing, decision-making, and managerial planning and control.
	2420:217	<u>Survey of Taxation.</u> 4 credits. Prerequisite: 212. Survey course of basic tax concepts, preparation of returns, supporting schedules and forms for individuals and businesses. Federal, state and local taxes are discussed. The major emphasis of this course is on business taxes.

Business Management Technology--Accounting Option

General

2020:247	Survey of Basic Economics	3
1100:106	Effective Oral Communication	3
2020:251	Work Relationships	
	OR	
2020:240	Human Relations	3
2020:121	English	4
2540:119	Business English	3
1100:	Physical Education	1

Basic

2420:170	Business Mathematics	3
2420:104	Introduction to Business	3
2540:125	Business Machines	2
2420:202	Personnel Practices	
	OR	
2420:101	Elements of Distribution	3
2440:130	BASIC Programming for Business	3
2440:250	BASIC Programming Applications in Business	5



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

<u>Technical</u>		
2420:280	Essentials of Law	3
2420:243	Survey of Finance	3
2420:103	Role of Supervision in Management	3
2420:211	Basic Accounting I	3
2420:212	Basic Accounting II	3
2420:213	Basic Accounting III	3
2420:214	Essentials of Intermediate Accounting	3
2420:216	Survey of Cost Accounting	3
2420:217	Survey of Taxation	4

CT-85-08

Business Technology

<u>Add</u> <u>Certificate in Small Business Management Option</u>		
2420:211	Basic Accounting I	3
2420:170	Business Mathematics	3
2420:280	Essentials of Law	3
2540:119	Business English	3
2420:117	Small Business Development	3
2420:118	Small Business Management and Operations	3
2420:227	Entrepreneurship Projects	4
2440:120	Introduction to Information Processing	2

The awarding of this certificate is not contingent upon completion of a degree program.

CT-85-10

Business Technology

<u>Add</u> <u>Certificate Program in Hospitality Management</u>		
2280:120	Safety and Sanitation	3
2280:121,2	Fundamentals of Food Preparation I	8
2280:160	Wine and Beverage Service	2
2280:123	Meat Technology	2
2280:232	Dining Room Service and Training	2
2280:240	Systems Management and Personnel	3
2280:261	Baking and Classical Desserts	3
2280:262	Classical Cuisine	3
2280:233	Restaurant Operations and Management	4
2280:263	International Foods	2

The awarding of this certificate is not contingent upon completion of a degree program.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

Add	<u>Certificate in Hotel/Motel Option</u>	
	2280:150	Front Office Procedures 3
	2280:120	Safety and Sanitation 3
	2280:135	Menu Planning and Purchase 3
	2280:152	Maintenance and Engineering for Hotels and Motels 3
	2230:153	Prin of Fire Protection & Life Safety 3
	2280:232	Dining Room Service and Training 2
	2280:240	Systems Management and Personnel 3
	2280:236	Food and Beverage Cost Control 3
	2280:256	Hospitality Law 3
	2280:255	Hotel/Motel Sales Promotion 3
	2280:254	Hotel/Motel Housing Management 3

The awarding of this certificate is not contingent upon completion of a degree program.

Add	<u>Certificate in Restaurant Management Option</u>	
	2280:120	Safety and Sanitation 3
	2280:121	Fundamentals of Food Preparation I 4
	2280:135	Menu Planning and Purchase 3
	2280:122	Fundamentals of Food Preparation II 4
	2280:123	Meat Technology 2
	2280:232	Dining Room Service and Training 2
	2280:240	Systems Management and Personnel 3
	2280:243	Food Equipment and Plant Operations 3
	2280:236	Food and Beverage Cost Control 3
	2280:233	Restaurant Operation and Management 4
	2280:237	Internship 1

The awarding of this certificate is not contingent upon completion of a degree program.

CT-85-12

Engineering and Science

Change General Option to Computer Aided Manufacturing Option.

Add	2880:211	<u>Computerized Manufacturing I.</u> 3 credits. Prerequisite: 100. Processing of production order by computer through requisitioning, plant loading, expediting, scheduling, and shipping of product. Creation on computer of material requisitions, plant schedules, sent-to-stocks and shipping orders as by-products of processing production order.
Prerequisite-site	2880:200	<u>Manufacturing Profitability.</u> Delete 2420:211 as prerequisite.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

Add to Computer Aided Manufacturing Option:

2020:233	Math Analysis III	3
2840:100	Basic Chemistry	3
2840:151	Basic Physics-Mechanics	3
2880:211	Computer Manufacturing I	3

Delete from Computer Aided Manufacturing Option:

2420:211	Basic Accounting I	3
2880:231	Plant Layout	3
2880:210	Controlling & Scheduling Production	2

Increase program total credits from 64 to 67.

COLLEGE OF EDUCATION

ED-85-02

Educational Administration

Number	5700:702	<u>School Business Administration.</u> 2 credits. <u>TO</u>
	5700:602	<u>School Business Administration.</u> 2 credits.
	5700:702	<u>Principles of Curriculum Development.</u> 3 credits. <u>TO</u>
	5700:609	<u>Principles of Curriculum Development.</u>
Title	5700:606	<u>Evaluation of Educational Institutions.</u> 3 credits. <u>TO</u> <u>Evaluation in Educational Organizations.</u>
	5700:607	<u>Legal Basis of Education.</u> 2 credits. <u>TO</u> <u>School Law.</u>
	5700:696	<u>Field Experience for the Secondary Administrator.</u> 3 credits. <u>TO</u> <u>Field Experience II: Secondary Administration.</u>
	5700:704	<u>Administrative Organizations in Education.</u> 2 credits. <u>TO</u> <u>Theory, Research and Practice in Educational Administration.</u>
	5700:895	<u>Field Experience for the Superintendency.</u> 2 credits. <u>TO</u> <u>Field Experience: The Superintendency.</u>
	5700:605	<u>Decision-Making: Theory and Practice in Educational</u> <u>Administration.</u> 3 credits. <u>TO</u>
Number, Title	5700:705	<u>Decision-Making in Educational Administration.</u>
	5700:703	<u>Administration of Staff Personnel.</u> 2 credits. <u>TO</u>
	5700:603	<u>Administration of Educational Personnel.</u>



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

	5700:715	<u>Educational Organization Information Processing. 2 credits.</u> <u>TO</u>
	5700:615	<u>Computer Applications in Educational Administration.</u>
	5700:701	<u>School Building and Construction. 2 credits. TO</u>
	5700:612	<u>Administration of Educational Facilities.</u>
	5700:797	<u>Field Experience for the Elementary School Administrator.</u> <u>2 credits. TO</u>
	5700:684	<u>Field Experience I: Elementary Administration.</u>
	5700:720	<u>Topical Seminar: Collective Bargaining and Employee</u> <u>Relations. 2 credits. TO</u>
	5700:706	<u>Collective Bargaining and Employee Relations in Education.</u>
	5700:720	<u>Topical Seminar: The Superintendency. 3 credits. TO</u>
	5700:707	<u>The Superintendency.</u>
Title, Credits	5700:604	<u>School and Community Relations. 2 credits. TO</u>
Description		<u>School-Community Relations. 3 credits. Prerequisite:</u> <u>Graduate Standing. An analysis of the principles,</u> <u>practices, and materials that facilitate the adjustment and</u> <u>interpretation of schools to their internal and external</u> <u>publics.</u>
	5700:608	<u>Principles of School Finance. 2 credits. TO</u> <u>School Finance and Economics. 3 credits. Prerequisite:</u> <u>601. A study of financial operations of school systems,</u> <u>including taxes, other sources of revenues, expenditures,</u> <u>budgeting, and the effects of economic factors.</u>
	5700:694	<u>Field Experience for the Elementary Administrator.</u> <u>1-2 credits. TO</u> <u>Field Experience II: Elementary Administration. 3 credits.</u> <u>Prerequisite: 684 and permission of instructor.</u> <u>Culmination of the preparatory program for elementary school</u> <u>principals in which students perform administrative tasks</u> <u>supervised by experience principals.</u>
Credits	5700:631	<u>Elementary School Administration. 2 credits. TO</u>
Prerequisite,		<u>3 credits. Prerequisite: Graduate Standing. Examination</u>
Description		<u>of the elementary school principalship as it relates to the</u> <u>development and maintenance of a school climate most</u> <u>conducive to learning.</u>
Add	5700:613	<u>Administration of Pupil Services. 2 credits. Prerequisite:</u> <u>Graduate Standing. Overview of pupil personnel services and</u> <u>special education including analysis of the nature and</u> <u>development of each component service program.</u>



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

5700:686      Field Experience I: Secondary Administration. 2 credits.  
Prerequisite: Graduate standing. Introduction to the  
preparatory program for secondary school principals.  
Students observe a practicing principal in a public school  
setting.

Revise Master's Degree in Elementary School Administration as follows:

5100:600	Philosophies of Education	3
	OR	
5100:602	Comparative and International Education	3
	OR	
5100:604	Topical Seminar in the Cultural Founda- tions of Education	3
5100:620	Behavioral Bases of Education	3
	OR	
5100:624	Seminar in Educational Psychology	3
5100:640	Techniques of Research	3
5200:630	Elem. School Curriculum & Instruction	2
5200:732	Supervision of Instruction in the Elementary School	2
5700:601	Principles of Educational Administration	3
5700:607	School Law	2
5700:610	Principles of Educational Supervision	3
5700:631	Elementary School Administration	3
5700:684	Field Experience I: Elementary Admin	2
5700:615	Computer Applications in Ed Admin	2
5700:613	Administration of Pupil Services	2
	Total	30

Post Master's Degree Requirements for Ohio Certification as an  
Elementary School Principal:

5700:603	Administration of Educational Personnel	2
5700:604	School-Community Relations	3
5700:606	Evaluation in Educational Organizations	3
5700:608	School Finance and Economics	3
5700:694	Field Exp II: Elementary Administration	3
5700:706	Collective Bargaining and Employee Relations in Education	2

Total for Certification: 46 credits



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

Revise Master's Degree in Secondary School Administration as follows:

5100:600	Philosophies of Education	3
	OR	
5100:602	Comparative and International Education	3
	OR	
5100:604	Topical Seminar in the Cultural Foundations of Education	3
5100:620	Behavioral Bases of Education	3
	OR	
5100:624	Seminar in Educational Psychology	3
5100:640	Techniques of Research	3
5100:619	Sec School Curriculum and Instruction	2
5300:721	Supervision of Instruction in the Secondary School	2
5700:615	Computer Applications in Educational Administration	2
5700:613	Administration of Pupil Services	2
5700:607	School Law	2
5700:610	Principles of Educational Supervision	3
5700:601	Principles of Educational Administration	3
5700:620	Secondary School Administration	3
5700:686	Field Experience I: Secondary Administration	2

Post Master's Degree Requirements for Ohio Certification as a Secondary School Principal:

5700:604	School-Community Relations	3
5700:606	Evaluation in Educational Organizations	3
5700:608	School Finance and Economics	3
5700:603	Administration of Educational Personnel	2
5700:696	Field Experience II: Secondary School Administration	3
5700:706	Collective Bargaining and Employee Relations in Education	2

Total for Certification: 46 credits

Title

Master's Degree in Local Superintendent TO  
Master's Degree in Educational Administration



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

Revise Master's Degree in Educational Administration as follows:

5100:600	Philosophies of Education	3
	OR	
5100:602	Comparative and International Education	3
	OR	
5100:604	Topical Seminar in the Cultural Foundations of Education	3
5100:620	Behavioral Bases of Education	3
	OR	
5100:624	Seminar in Educational Psychology	3
5100:640	Techniques of Research	3
5700:601	Principles of Educational Administration	3
5700:603	Administration of Educational Personnel	2
5700:706	Collective Bargaining and Employee Relations	2
5700:606	Evaluation in Educational Organizations	3
5700:607	School Law	2
5700:608	School Finance and Economics	3
5700:615	Computer Applications in Educational Administration	2
5700:707	The Superintendency	3
5700:895	Field Experience I: The Superintendency	2
	OR	
5700:686	Field Experience I: Secondary Admin	2
	OR	
5700:684	Field Experience I: Elementary Admin	2

ED-85-03

Counseling and Special Education

Revise Ph.D. in Guidance and Counseling as follows:

Master's Degree

In order to be admitted into the doctoral program, a student must have completed a master's degree in Guidance and Counseling or a master's degree in a related field. Students must have completed graduate coursework in each of the following areas prior to enrolling in courses in their Ph.D. major of Guidance and Counseling.

- 1) an introductory course in school counseling, student personnel services, or marriage and family therapy
- 2) group testing
- 3) career or vocational counseling
- 4) counseling theory
- 5) individual counseling
- 6) group counseling
- 7) practicum in counseling
- 8) research techniques



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

<u>Foundations of Education</u>		9
<u>Research and Statistics</u>		
5100:741	Statistics in Education	3
5100:743	Advanced Educational Statistics	3
5600:704	Research Design in Counseling I	3
5600:705	Research Design in Counseling II	3

Major: Guidance and Counseling

(Must be taken after admission to the doctoral program)

5600:676	Practicum in Counseling II	3
5600:685	Internship*	3-6
5600:706	Supervision in Counseling Psychology	3
5600:720	Topical Seminar	6
5600:----	Electives (selected with approval of student's major advisor)	6-9

Cognate

Cognate coursework must be taken outside the College of Education and approved by the major advisor 10

Electives

Electives to be selected with the approval of the student's major advisor 10

Dissertation

15

Normally a minimum of 60 semester credits must be taken after the student is admitted into the doctoral program in Guidance and Counseling

\*A minimum of one academic year of full-time internship is required. An internship taken as part of a master's degree program may account for up to fifty percent of this requirement. If this is the case, the student is required to completed only three semester credits of 5600:685 after admission to the doctoral program.

ED-85-04

Counseling and Special Education

Grading 5600:436 Helping Skills for Resident Assistants. TO  
Credit/Noncredit grade.

COLLEGE OF ENGINEERING

EN-85-20

Mechanical

Credits, 4600:440/540 Control Systems. TO  
Title 4600:440/540 System Dynamics and Control. 4 credits.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

Change the following course from required to "Technical Elective":

4300:380      Engineering Materials Lab.    2 credit.

Add            4600:645      Process Identification and Computer Control.    3 credits.  
Prerequisite: 440 or equivalent. Obtaining mathematical models or processes from noisy observations. Methods of digital control design. Case studies on computer control of selected processes.

COLLEGE OF FINE AND APPLIED ARTS

FA-85-19

Music, Theatre and Dance

Add            7800:606      Principles of Modern Scenography.    3 credits. Prerequisite: permission of instructor. Theory and practice of stage scenographic design and technique as a collaborative art form.

WAYNE GENERAL AND TECHNICAL COLLEGE

WC-85-01

Change Data Administration Option in Business Management Technology TO Data Management Option.

Change in option requirements:

Drop	2020:130	Introduction to Technical Mathematics	3
	2440:133	COBOL Programming	2
	2440:234	Advanced COBOL Programming	3
Add	2020:141	Mathematics for Data Processing	4
	2440:125	Current Topics in Data Management	2
	2440:245	Data Base Management Systems for Micro-computers	3

Change required credits from 65 to 66.

Add	2440:125	<u>Current Topics in Data Management.</u> 2 credits. Prerequisite: 120. Introduces the student to popular spreadsheet systems such as VISICALC, SUPERCALC, and MULTIPLAN, and LOTUS 1-2-3.
	2440:245	<u>Data Base Management System for Microcomputers.</u> 3 credits. Prerequisites: 120, 130. Introduces the student to general purpose information management systems such as dBase II, CONDOR, PROFILE PLUS, etc.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

WC-85-02

Certificate in Data Management

2020:240	Human Relations	3
2420:103	The Role of Supervision in Management	3
2420:104	Introduction to Business	3
2420:211	Basic Accounting I	3
2440:120	Introduction to Information Processing	2
2440:125	Current Topics in Data Management	2
2440:130	BASIC Programming in Business	3
2440:245	Data Base Management Systems for Micro-Computers	3
2440:250	BASIC Programming Applications in Business	5
2540:119	Business English	3
2540:263	Business Communications	3

The awarding of this certificate is not contingent upon completion of a degree program.

WC-85-03

Change Administrative Secretary Certificate as follows:

Drop:	Requirement of two years of general collegiate work	
	2540:125 Business Machines	2
	2540:257 Secretarial Machines	3
Add:	2420:171 Business Calculations	4
	2540:286 Keyboarding on Word Processing Equipment	3

Change credit requirement from 34 to 36.

WC-85-04

Change Word Processing Certificate as follows:

Drop:	2540:125 Business Machines	2
	2540:257 Secretarial Machines	3
	2540:280 Word Processing Concepts	3
	Elective	3
Add:	2420:171 Business Calculations	4
	2540:280 Word Processing Concepts	2
	2540:281 Machine Transcription	2
	2540:286 Keyboarding on Word Processing Equipment	3



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

WC-85-05

Change Office Service Technology program as follows:

Drop:	2020:242	American Urban Society	3
	2420:170	Business Math	3
	2540:125	Business Machines	2
	2540:257	Secretarial Machines	3
Add	2020:260	The Arts and Human Experience	3
	2420:171	Business Calculations	4
	2540:281	Machine Transcription	2
	2540:286	Keyboarding on Word Processing Equipment	3

Change electives from 4 credits to 3 credits.

WC-85-06

Add Certificate Program in Gerontological Social Services:

1100:111	English Composition	4
2260:117	Exploratory Experience in a Social Agency	1
2260:150	Introduction to Gerontological Services	3
2260:251	Community Services for Senior Citizens	3
2260:278	Techniques of Community Work	4
2260:285	Technical Experience Community and Social Services	2
2260:294	Community Services Technical Experience Evaluation	1
2260:288	Techniques of Community Work II	4
3100:192	Biology of Aging	3
3100:265	Introduction to Human Physiology	4
3750:100	Introduction to Psychology	3

The awarding of this certificate is not contingent upon completion of a degree program.

WC-85-07

Add Minor in Social Services Technology

2260:278	Techniques of Community Work	4
2260:288	Techniques of Community Work II	4
2260:260	Alcohol Use and Abuse	3
2260:117	Exploratory Experience in a Social Agency	1
2260:150	Introduction to Gerontological Services	3
3750:100	Introduction to Psychology	3



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

WC-85-09

1100:	Physical Education	1
1100:106	Effective Oral Communication	3
1100:111	English Composition	4
2020:240	Human Relations	2
2020:247	Survey of Basic Economics	3
2020:260	The Arts and Human Experience	3
2420:103	Role of Supervision in Management	3
2420:104	Introduction to Business	3
2420:171	Business Calculations	4
2420:211,12	Basic Accounting I, II	6
2420:213	Basic Accounting III	3
2420:214	Intermediate Accounting I	3
2420:215	Intermediate Accounting II	3
2420:216	Applied Cost Accounting	3
2420:217	Applied Taxation	3
2420:218	Applied Auditing	3
2420:243	Survey in Finance	3
2420:280	Essentials of Law	3
2440:120*	Introduction to Information Processing	2
2540:119	Business English	3
2540:263	Business Communications	2

*see  
CT-85-7*

\*2440:130 allowable substitute, but not required

INTERDISCIPLINARY

IN-85-01

Add	1890:300	<u>Introduction to Environmental Health.</u> 3 credits. Prerequisite: permission. Introduction to environmental health, public health, industrial hygiene, and related fields. The nature of the field, problems dealt with, the legal basis for action and career opportunities.
Add	1890:410	<u>Epidemiology.</u> 3 credits. Prerequisite: Permission of instructor. Introduction to the study of the distribution and determinants of diseases and injuries in human populations; epidemiological statistics; research models.
	1890:450	<u>Seminar in Environmental Health.</u> 1 credits. (May be repeated for a maximum of 2 credits.) Prerequisite: Permission of instructor. Research reports by faculty, graduate students, and invited speakers.
	1890:480	<u>Special Topics in Environmental Health.</u> 1-3 credits. (May be repeated for a maximum of 6 credits.) Prerequisite: permission of instructor. Special courses offered once or occasionally in areas where no formal course exists.



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

1890:497      Individual Studies or Internship in Environmental Health.  
1-3 credits. (May be repeated for a maximum of 6 credits.)  
Prerequisite: permission of instructor. An internship with  
an appropriate employer, or approved equivalent.

Add undergraduate Certificate in Environmental Health

Students majoring in any department may earn the Certificate in Environmental Health by completing a program agreed on in advance by the Coordinator and the major advisor, to include at least 21 credits in approved core and elective courses. Students must also complete a course in statistics approved by the Environmental Health Committee. The Certificate program is designed to supplement the student's major and therefore the certificate will be awarded only upon completion of the bachelor's degree.

Core Courses

1890:300	Introduction to Environmental Health	3
1890:410	Epidemiology	3
1890:437	Individual Studies or Internship in Environmental Health or approved equivalent	1-3

Electives

Students will complete courses in at least two departments in the natural sciences and two in the social sciences, not to include the major department, from the following list or others approved by the Environmental Health Committee.

Environmental Health

1890:450	Seminar in Environmental Health
1890:480	Special Topics in Environmental Health

NATURAL SCIENCES

Biology

3100:130	Principles of Microbiology (non-majors)	3
3100:331	Microbiology (majors)	4
3100:383	Lab Techniques and Instrumentation in Biology	2
3100:426	Applied Aquatic Ecology	3
3100:480	Radiation Biology	3
3100:495	Animal Pests and Vectors	3

Chemistry

3150:498	Special Topics: Environmental Chemistry	3
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Geography

3350:495	Soil and Water Field Studies	3
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*Also see  
May 85, pg 15*



APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, April 4, 1985

CURRICULUM CHANGES

Add the following definitions and grading procedures:

Colloquium (Credit/non-credit grading)

A course that normally involves guests, faculty or graduate students as speakers. The intent of the course is to introduce a broad range of topics using resources personnel. Normally, assignments are limited to class participation.

Seminar (letter grades)

A course that normally involves group discussion or other activities based on assigned material. Grades are awarded based on a combination of assignments, tests and class participation.

Workshop (credit/non-credit grading)

A course that normally operates over a shorter period than a semester or a summer session. Workshops focus on a particular aspect or aspects of a field of study, require a combination of assignments, tests and class participation, and may or may not be permitted to satisfy degree requirements.

*Also see May '85 15*

*GS  
GR-85-01*



MR. JOHN S. WATT  
ASSISTANT PROVOST