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Faculty Senate Chronicle November 20, 1987

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the university of akron
Chronicle

a report to the faculty of
the university of akron



1987-88,

No 3.

November 20, 1987

GENERAL STUDIES ADVISORY COMMITTEE, 1987-88

Buchtel College of Arts and Sciences:

Roger Creel.....Physics
Faye Dambrot.....Psychology
Paul Merrix.....English

College of Business Administration:

Robert Shedlarz.....Finance

Community and Technical College:

Deborah Weber.....Associate Studies (Social Studies)

College of Education:

Larry Bradley.....Secondary Education

College of Engineering:

Max Willis.....Civil Engineering

College of Fine and Applied Arts:

Duwayne Hansen.....Music

College of Nursing:

Elaine Nichols.....Nursing

Wayne General and Technical College:

Janet Minc.....English

UNIVERSITY COUNCIL MEETINGS, 1987-88

Regular monthly meetings of University Council will continue to be the first Thursday of the month. For 1987-88, the remaining meetings are scheduled for December 3, 1987, February 4, March 3, April 7, and May 5, 1988.

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

MINUTES OF UNIVERSITY COUNCIL MEETING
November 5, 1987

The regular meeting of the University Council was called to order by the Chair, Senior Vice President and Provost Frank Marini, at 3 p.m. on Thursday, November 5, 1987 in Leigh Hall 307.

Fifty-four of the seventy-eight members of Council were present. Those absent with notice were Professors William Becker, John Bee, Constance Cooper, Michael d'Amico, Lillian DeYoung, Robert Dubick, Roger Durbin, Michael Farona, Nancy Grant, Gloria Harman, Donald Harvey, Isaac Hunt, David Jamison, Beverly Mugrage, James Richardson, Tyrone Turning, Joseph Walton. Absent were Professors Hilton Bonniwell, Maryhelen Kreidler, Malcolm Railey, Judy Wilkinson and Student Bar Association Representative, Andrew Venturelli.

Dr. Marini indicated that, with the unanimous consent of Council, Agenda Item No. 1, Remarks of the President, would be deferred until President Muse joined the meeting; there were no objections or dissent.

No. 2 - Consideration of Minutes..... Calling for consideration of the minutes of the October 1 meeting of University Council, as they appeared in The University of Akron Chronicle of October 21, the Chair recognized Prof. Blin Scatterday, Secretary of Council, who announced the following correction:

Page 10: First Paragraph should read: "Dr. Michael Savage, Chair of the Library and Learning Resources Committee reported that his committee met on Wednesday, September 16, however, there is no report at this time."

Other corrections were:

Mr. Jeffrey Ennis did attend the October 1 meeting. He was reported as being absent.

Page 14: Fifth Paragraph, first sentence, should read: "Mr. Weyrick explained that APPC had followed the precedent established last year when the schools were formed within the College of Fine and Applied Arts."

No additional corrections were offered, and it was moved, seconded and carried that the minutes be approved as corrected.

Dr. Marini reminded Council of the following:

1. Members should initial the sign-in sheets that are circulated at each meeting.

2. It would be helpful if members identified themselves the first few times they addressed Council.

3. Whenever possible, motions made before Council should be put in writing and forwarded to the Secretary of Council, Prof. Blin Scatterday. It would be helpful if corrections to the minutes were written and given to the Secretary before the meeting.

4. Copies of all Standing Committee Reports are to be given to Rosemary Kolton at the beginning of the meeting, or earlier, if possible.

Item No. 3 - Remarks of the Presiding Officer. Dr. Marini noted that it is customary to announce to University Council at the November meeting the overall statistics on faculty salaries for the current year. This is in accordance with the expectations of Faculty Personnel Policy as approved by the Board of Trustees and recorded in the Faculty Manual. He indicated that a summary of salaries had been distributed before the meeting and would also be mailed to full-time faculty. The representatives from Wayne College will receive theirs separately after the meeting.

Marini noted that President Muse was asked at the faculty convocation if practice in hiring temporary full-time faculty members was in accordance with policy. Marini responded, at the request of President Muse, that he believed all such appointments were in accordance with policy and he would provide information specifics about such appointments to interested parties. He called attention to a memorandum addressed to him from Assistant Provost Helmick which details such hiring and indicated that additional copies of the memo were available from Rosemary Kolton after the meeting.

Marini summarized the memo and reminded Council that on May 1, 1986, the Chair of Faculty Rights and Responsibilities Committee submitted changes concerning the Faculty Manual's definition of "Visiting Faculty Appointments". Those changes were tabled until the September 3 meeting when the proposal was taken from the table; however, discussion was postponed until the October meeting. At the October meeting Prof. Jackson indicated that the Faculty Rights and Responsibility Committee would prefer to deal with the proposed amendments at a later time. No further action has been taken by Council.

Marini said that he had directed the deans to follow the amendments that had been suggested to Council even though they had not been fully debated or adopted by Council. One of the deans then requested permission to continue to appoint two persons under "special conditions" and was given that permission. Continuing, Marini said that following those guidelines of the proposed changes, thirty full-time faculty have been granted a visiting appointment this year either for one semester or for the entire academic year. He explained that nine of the thirty were replacements for leaves of absence; twelve were for unsuccessful searches; six were resignations or retirements that occurred too late to conduct a tenure-track search; one was because a selected faculty member for tenure-track appointment was unable to begin for one year; and two appointments were made because they were appointments on "soft" money, i.e. grant money.

He continued that all visiting appointees have served less than three years in a temporary position with two exceptions. One is in the fifth year and has been notified by the dean that no further temporary appointments may be offered and the other is in the third year and also is not to be reappointed.

No. 4 - Special Announcements. The Chair asked Dr. Carrino to give his final report on the United Way Campaign. Dr. Carrino informed the body that the United Way Campaign completed its collections officially on Wednesday, October 28, but would continue to accept contributions. Carrino said that out of the \$113,585 pledged by The University of Akron, only \$89,983 has been raised which is only 79.23% of the goal. He said that 1,145 people at the University made contributions and 115 have refused (approximately 10%). Dr. Carrino said that the Northeastern Ohio Universities College of Medicine (NEOUCOM) conducted its own campaign this year.

No. 5 - Reports of Standing Committees.

Executive Committee - Prof. Blin Scatterday, Secretary of the Executive Committee, reported that the committee took the following actions: approved the minutes of the September 17 Executive Committee; set the agenda for the November 5 Council meeting; requested that the proposals for amending the Bylaws and Faculty Manual be attached showing the old language crossed out and the new inserted; approved a request regarding assigning a replacement law faculty member, Professor Leyerle, to the Library and Learning Resources committee; removed Leyerle from the Academic Policies, Curriculum, and Calendar Committee.

The committee continued its consideration of how administration should respond to issues being debated by Council. The following points came from the discussion:

That bills should be separated from reports; the Provost should vacate the chair when discussing issues as a colleague or sharing information that he knows is not privy to Council; that deans should share their thoughts on the issues; students should take a more active role in the discussions; more consultation should occur in departments and colleges prior to issues being discussed at Council; all dialogue should happen as early as possible in consideration of an issue. It was agreed that this would help the President in his response to issues communicated to him.

A letter from the Faculty Well-Being Committee was discussed regarding a series of questions from the committee. The secretary was asked to inform the Faculty Well-Being chair of the following responses:

(1) The President is not necessarily committed to the idea of an Ombudsman but thinks the idea is worth serious consideration (the committee should therefore not presume prejudgment on the matter); (2) the Ombudsman would be University-wide in focus and includes faculty, general faculty, contract

professionals, students and staff; (3) any budget needed by the committee should be forwarded to the Executive Committee of Council who will approve and forward the request to the Provost; (4) there is no need to rush this exploration as there is no time frame and a thorough study should be made.

Dr. Marini informed the committee of an Ohio Board of Regents Library Study which may have some implications in regard to the University Library. It was decided that the report should be forwarded to the Library and Learning Resources Committee for their inspection and possible response.

Academic Planning and Priorities Committee - Dr. Marini, as Chair of APPC, reported that the committee reviewed the 16 proposals submitted for consideration for funding under the Board of Regents' Academic Challenge Program. This program is one of the components of the State's Selective Excellence Program and is designed to provide funding over a six-year period to advance in a selective way strong academic programs that are central to an institution's mission and address the strategic needs of the State.

The Committee met on four separate occasions and evaluated the proposals in terms of the Regents' criteria for Academic Challenge. The Committee then recommended to the Provost a group of programs to make up the University's Academic Challenge Plan. The Plan has now been submitted to the Regents for review and approval for funding.

Marini said he would like to thank the members of APPC for their time and effort in conducting a diligent review of these proposals. Their recommendation was most helpful in arriving at the Academic Challenge Plan.

Marini reported that he will be sending to the Academic Planning and Priorities Committee updates of plans which he has received from the separate units in Academic Affairs and Student Services. The updates show what has been added, deleted, or changed from the last time the plans were studied. It is his intention to work with the Academic Planning and Priorities Committee in analyzing the plans and updates.

Academic Policies, Curriculum, and Calendar Committee - Acting Associate Provost Robert Weyrick, Chair, reported that the Academic Policies, Curriculum, and Calendar Committee met on Tuesday, October 27 to consider a proposed revision to the Withdrawal Policy which was recommended by the Policy and Calendar Subcommittee. The Committee approved the revised Withdrawal Policy which was sent to members of Council and will recommend that Council approve this policy as an item of New Business.

Athletics Committee - In the absence of George Prough, Chair of the Athletics Committee, Prof. James Inman, reported that the Athletics Committee met on November 4. In addition to the nine members present, Jim Dennison, Director of Athletics, and Herm Farley, Athletics Business Manager, were also present. Of primary interest was the discussion of the 1987-88 budget for athletics. Changes from the prior year were noted, including reductions in

revenue projections and in fund-raising for 1987-88 and increases in personnel-related costs and travel expenses. The committee was assured that all changes were carefully planned.

Herm Farley presented the first quarter report, showing figures nearly \$20,000 ahead of budget largely due to further expense cutting. It is anticipated that the revenues from basketball and fundraising will keep the budget on track.

Regarding scheduling, it was noted that the football program is only one game shy of having a full three-year schedule completed, with many games scheduled as far in advance as 1994.

The committee expressed its appreciation for being presented with the budget and was promised that quarterly reports and the proposed budget for 1988-89 would be supplied to them when available.

Other matters discussed included the successful sale of basketball's priority seating, the baseball schedule for 1988, and the uncertain status of conference affiliation for all sports.

Campus Facilities and Planning Committee - Dennis Kleidon, Chair, reported that the Campus Facilities Planning Committee met on Monday, October 26 and Roger Ryan, Associate Vice President of Administrative Services, Physical Facilities, presented The University of Akron Development Guide Plan from 1985 to 2000.

Mr. Ryan's presentation was accompanied by a slide summary graphically showing The University of Akron's plans for future growth in both building, parking, and other physical facilities. The committee intends to review the new report when it becomes available early in 1988.

The Committee is continuing to learn more about the campus's plans and procedures for building development. It is their intention to develop procedures which will allow for committee input in the planning process as well as to define formal procedures for the dissemination of information to the faculty and student body.

Faculty Rights and Responsibilities - Dr. Dale Jackson, Chair, had no report this month.

Dr. William McGucken stated that in the Provost's opening remarks he mentioned the report from the Faculty Rights and Responsibility Committee which was tabled October 1986. Dr. McGucken asked what the committee contemplates doing in regard to that report. Dr. Jackson replied "the exact words in the minutes were: 'to a later time' with no specified date in mind. Jackson said it will be later this year. The committee thought if it allowed a reasonable amount of time to see what the administrative practices were, then it could devise regulations which would fit the current behavior.

President Muse arrived to address the body. He said that he would like to report on two significant meetings held today.

First, President Muse met with Mayor Don Plusquellic regarding a plan that will be announced at a press conference on Friday, November 6 about improvement of the area surrounding the University, and specifically, student housing. The plan involves two basic components; one of an inspection program for all multi-unit housing (two or more families or three or more unrelated people) involving off-campus housing. There will be mandatory inspection and if code requirements are not met, a certificate for multi-unit housing will not be issued. The University will provide a list, through its office of off-campus housing, of those properties that meet code requirements. Students will be encouraged to live in only those houses.

The second component of the plan will be the designation of an area around the University as a "community development project" making it eligible for federal funding as part of a plan for improvements to the infra-structure and the area, including the possibility of the City buying dilapidated housing, destroying it and making it available for new construction. He said this is a major step for the University in its goals to improve the attractiveness of the University Park area and to provide for long-term planning, particularly safe housing in the off-campus area. He indicated this is a culmination of on-going discussions of approximately two and one-half years when President Muse and Mayor Tom Sawyer jointly agreed to the formation of a City-University Task Force for which the City and the University both supplied four persons to serve thereon. Off-campus housing and the University's goal of improving the quality and quantity of that housing was one of the early items Sawyer and Muse discussed. These discussions preceded the student's death last spring which crystallized efforts to move faster on this. President Muse commended Mayor Plusquellic on his leadership in bringing this issue to closure.

Second, President Muse informed the body that a special reception was held at 10:00 a.m. Thursday, November 5 in the Polsky Department Store building where The Prudential Insurance Company officially conveyed ownership to the University of the property which has an appraised value of approximately \$1.2m. This was a donation from Prudential. President Muse feels this structure will go a long way to alleviate some of the University's space problems. The University of Akron Foundation, using monies given to it by The Knight Foundation, has hired Richard Fleischman and Associates to work with various offices and departments interested in being housed therein.

President Muse continued by saying there is a relatively long list of organizational units on campus interested in being located in the building and the University will be working with those units trying to get the best space configuration in the building. This will go a long way toward meeting the University's space problems.

The President commented on an item that was reported in his letter to the faculty following the last Board of Trustees meeting regarding the issue of

early retirement (Early Retirement Incentive Program). The Board elected to delay action on the proposal until the December meeting. He advised Council not to interpret this as necessarily positive or negative about the proposal. Rather he said, several of the Board members felt that they needed time to study it more fully and they requested additional information. There seemed to be a definite agreement on the Board's part that they would act on the proposal at the December meeting. April 1 is still the date by which eligible individuals would need to declare their intention to take advantage of the buyout.

President Muse invited questions and Dr. Frank Griffin asked that if a person elected the buyout in April if it would take effect by July 1.

According to the President's understanding, July 1 would be the earliest date the retirement could be effective and the individual would not be required to retire on July 1, but would have the time frame of July 1, 1988 to June 30, 1989. The intentions, however, would need to be declared by April 1 to the retirement system and the University.

Tony Brown, Student Representative, asked what effect on students the safety certification process would have on the cost of rent of the off-campus housing for the students.

President Muse replied that the certification program cost would be nominal, probably \$50-\$75, and should not result in higher rents but, as a result of the inspection program and the possibility of the property being brought up to code, higher rents may occur. He said that the rental values around the University, according to a study done by our Center for Urban Studies, have accelerated about 250% within the last three years.

Traci Ballard, Student Representative, commented that a major concern of the students is their feeling that rents should not be raised because the landlords may have to improve their properties. She wondered if there was any way of controlling this situation.

The President said there isn't any mechanism for rent control as to specifying the amount charged for properties and probably the best guard against that is the availability of units. Unfortunately, there is no solution the University can offer, only that the students should look elsewhere if rents are too high. Part of the University's ongoing problem is that students have had to live in unsafe housing as there hasn't been other housing available. The ultimate objective is that new apartments will be built around the University to replace the housing students have had to resort to in the past.

The question was asked as to the types of departments being considered for housing in the Polsky building.

President Muse replied that his tentative list includes the Continuing Education operation to occupy most of the fourth and fifth floors. The current space is inadequate for the volume of activity in Continuing Education and there is substantial potential for expansion in that area; a number of the student services offices currently in Spicer Hall are being considered as the long-term objective is to tear down Spicer Hall to provide additional parking; some of our administrative offices such as purchasing, personnel, some accounting offices; Center for Urban Studies, Communicative Disorders, some units within The Community and Technical College (possibly Business Services Technology and Public Services Technology).

Dr. June Burton asked if he had considered moving the law school to Polsky's. President Muse answered that the issue was raised in earlier discussions but the conclusion was that it wasn't the best use of the space since the law school would occupy only a portion of that building. Also, the law school has a more visible location in its present site. With the expansion plans of connecting the library with West Hall, and using all of West Hall, this seemed to be a more desirable solution for the law school space problems.

He said the Polsky building has about 400,000 square feet making it about the same size, counting the parking garage, as the Auburn Science and Engineering Center. It will be the largest building on campus.

Dr. Burton said the reason for her question was that allegations had been circulating that when the planned expansions to the law school were completed the ABA would still say it was inadequate in size.

President Muse said there is no way to predetermine what the ABA will say. They always say they will reserve judgment about the adequacy of a facility until it's completed but the University feels some reasonable assurance that when the three-phase project is completed it will adequately satisfy the requirements of the ABA.

Carol Adams, Evening Student Representative, asked if the Polsky building was being considered for activities that didn't require much back and forth traveling from the main campus.

President Muse said at this time general classrooms are not being considered for the building. He thought the building would be very convenient as there is a parking garage attached. He noted that the new business school will be built where the old Greyhound Bus Terminal was located. At this point, the building hasn't been thought of in terms of general classroom use.

Dr. Marini thanked President Muse and returned to the Reports of Standing Committees.

Faculty Well-Being Committee - Dr. June Burton, Chair, reported that the Faculty Well-Being Committee met October 23 for two hours, and again on

October 26 to evaluate the Employee Family Assistance Program (EFAP). In addition, all committee members who were not teaching classes attended four hours of hearings held on the Controlled Smoking Policy and three separate subcommittees were active.

While there were no resolutions ready for Council November 5, there is information and progress reports on five subjects:

1. Changes in the Employee Benefits Package. The Department of Human Resources is engaged in the process of conducting the annual informational meetings. Some have already attended one of these or will be going, but two points need clarification. The first of these pertains to the amount of supplemental life insurance one may be able to purchase. The literature does not make it clear that anyone may purchase only exactly the same amount of thousands of dollars of coverage as he or she now receives as a benefit from the University.

One may not purchase more or less to decrease the total premium. The second point that needs clarification is how much this will cost the individual and how to compute this. The form provided for authorizing the payroll deduction needs to be clarified.

The last point Dr. Burton wanted to mention regarding benefits is that Mr. Richard Kovach of the School of Law faculty has prepared a memo on the flexible spending accounts. If faculty doesn't attend a meeting to receive the packet of material, the material, along with Mr. Kovach's memo, can be picked up in NH 113 or Buchtel Hall 63.

2. Controlled Smoking Policy. The task of revising this document is currently in the hands of a subcommittee.

3. The EFAP. The committee reviewed the confidential data and interviewed Mr. Greg Bergman from Family Services of Summit County. The committee is pleased to give a favorable report. Several faculty and staff members have used this service, few needing more than the six free visits.

Beginning in January all faculty and staff will have the opportunity to use a maximum of six free visits during the calendar year. The University is signing a two-year contract with Family Services to continue the EFAP.

4. The committee has received answers to questions regarding the University Ombudsman and is progressing on the topic.

5. Finally, some staff members have reported that they do not have current handbooks.

Library and Learning Resources Committee - Dr. Michael Savage, Chair, reported that his committee met on Wednesday, September 16, and Wednesday, October 14 and that three subcommittees have been formed to advise the Library

Director from the faculty viewpoint. These subcommittees are Budget, Standards, and User Concerns.

At the October 14 meeting, the Library Director, Dr. Hodowanec, shared with the committee a statewide library study. This report, "Academic Libraries in Ohio; Progress through Collaboration, Storage and Technology," is a report of the Library Study Committee of the Ohio Board of Regents. It is dated September 1987. The statewide study committee included Dr. Noel Leathers of The University of Akron.

The Report outlines the construction of Regional Shared High Density Storage Library Facilities for low circulation materials as a proposed solution for library space. The first facility is proposed to be built in Columbus, but three or four are suggested. On reviewing the document and noting that The University of Akron presently stores materials in off-campus locations with slow retrieval capability, the committee endorses the concept. The committee urged the Library Director to meet with library directors of the other state universities in Northeastern Ohio and plan for a Northeastern Ohio Facility. Although much work will be needed to coordinate and develop a regional facility, it can assist The University of Akron libraries in addressing our space problems.

Reference Committee - Professor Rebecca Marsh, Chair, said the Reference Committee had no report.

Research (Faculty Projects) Committee - Dr. Carl McMillin, Chair, reported that on Saturday, October 30, the Research Committee met and reviewed thirty-two faculty research grant proposals. After detailed discussion, technical review, and ranking, the seventeen highest quality projects were funded. One project funded last year which the investigator was unable to complete within the allocated time was reawarded. The list of funded proposals is appended for inclusion in the minutes (pages 21 and 22 attached hereto). To avoid confusion, standard dates for future proposal deadlines were decided to be as follows:

Fall Faculty Grants.....2nd Friday of October
Summer Research Fellowships...1st Friday of November
Spring Faculty Grants.....2nd Friday of February

Student Affairs Committee - There was no report from this committee as it breaks down into subcommittees at its first meeting of the year and reports back to Council intermittently.

No. 6 - Akron Representative on the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents - Dr. Walter Arms reported that the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents met on October 7. Chancellor Coulter shared the document "Academic Libraries in Ohio: Progress through Collaboration, Storage, and Technology".

The major recommendation by that committee, chaired by Elaine Hairston, Vice Chancellor, was that there be at least three or four major repositories established in the State of Ohio, one at Ohio State University. The Chancellor indicated that it would be very difficult for any library of any state university in the State of Ohio to convince him to approve monies for new facilities. The report suggests that the storage facilities can be built for about 10-25% of what a library facility can be built. A copy of this report is in Dr. Arms' office if anyone wishes to see it.

Coulter also distributed a draft which had been sent to the President's office on campus entitled "Student Access and Success in Ohio's Higher Education System". This was printed in August 1987 and will go to the Board of Regents in December for approval. The theme of this draft is that more Ohioans must be given the opportunity to participate and succeed in post-secondary education. That theme is also very clear.

Arms reported that he was able to secure a copy of a document called "Selective Award-Winning Program Excellence Proposals". If anyone would like to know what a "winning" proposal looks like, a copy of this document is also available.

Lastly, the Chancellor asked the committee to watch for a mid-November issue of Business Week which will contain a State of Ohio insert called "The United State of Ohio" which stresses the partnership among business, government and education in Ohio.

No. 7 - Old Business. (A) Dr. Marini said that the body is to consider the proposal to amend the Bylaws Section 3359-10-06 (D) which was tabled at the last meeting. In the absence of objection this motion was taken from the table. Marini asked for discussion and since none was forthcoming, a vote, which carried, was taken on the proposal. The amended Section will read:

"The Executive Committee shall consist of the Senior Vice President and Provost, the President Pro Tempore of University Council as Chair, the elected Secretary of Council, and three other members of Council elected by Council. The terms of office of these three elected members shall be alternating, two of the elected members being replaced one year at the September meeting and the other elected member being replaced the next year at the September meeting. The President of the University is a member ex-officio of this Committee."

✓ Old Business. (B) Dr. Marini went on with Old Business and the proposal from Faculty Rights and Responsibilities Committee regarding the amendment to the Faculty Manual concerning Appointment, Reappointment, Promotion and Tenure. Copies of this amendment were distributed prior to the meeting. Marini asked Dr. Dale Jackson if he wished to take this business from the table. Dr. Jackson indicated that he did. The motion was seconded by Dr. Paul Merrixx and a vote to take from the table was passed.

Dr. Jackson explained that the current procedures in the Faculty Manual were adopted fifteen years ago. As the years have passed, however, the procedures have been interpreted in various ways and the Faculty Rights Committee has become aware of this in the form of grievances. Therefore, revisions have been proposed for clarification to express what were perceived to be the original intention.

The suggestion was made that Dr. Jackson lead the discussion paragraph by paragraph but that voting would be delayed until discussion of all of the document was completed. There was no objection.

Dr. Jackson said that paragraph (A) (1), was correct as amended.

(A) (2) is the approval of the documents by the College Dean and the Provost. This is new wording but it was the original "Retention and Guidelines for Promotion". Jackson continued that the intention is that the Provost is eventually going to accept recommendations. The Provost and College Dean should approve formally the standards upon which those recommendations are made before a recommendation is made, rather than afterward.

(A) (3) deals with changes. It says specifically "Reviews may be initiated by the Faculty, Dean or Provost". It does not say the "changes" .

Section (B) "INITIAL APPOINTMENT" is what committee members thought were the minimum standards involved with an initial appointment.

A question came from the floor asking if it was the intention of the committee that that Initial Appointment Committee should include all visiting faculty as well as regular faculty appointments or would this constitute a conflict of interest. Dr. Jackson said this had not been brought up but it may be appropriate to attack it when the committee defines what "visiting faculty" is.

The question was asked if "Full-Time Faculty" is defined as "Teaching Faculty" and Dr. Jackson said that the committee had in mind "Full-Time Teaching Faculty".

(B) (2) was as written.

(C) REAPPOINTMENT, TENURE, AND PROMOTION - The only change is in part (3) where the committee thought "CRITERIA OF JUDGMENT" was more expressive.

(C) (4) Professor Elton Glaser commented that something new had been added in that each committee now has an option, or ability, to elect its own chair. He wondered if there was a reason for this.

Dr. Jackson said that the department head was always responsible for calling the meeting. Departments run their meetings in different ways; the department head has never been the automatic head of the committee but some departments elect a person to chair all of the committees for that department for that year. Other departments take a different approach by electing a chair for each meeting. The committee thought this would cover both of those eventualities.

Dr. Jackson said more details have been added to Section (C) (5).

A question was asked regarding the second paragraph...."THE CANDIDATE SHALL be invited. It was offered that over three years a detailed, comprehensive plan in which, in this paragraph, for retention only, the word MAY is used instead of SHALL since many faculty come on in September and according to this wording the candidate would have to be invited.

Jackson continued that it is his committee's experience that problems arise where review committees never talk to the faculty member. The Rights and Responsibilities Committee thought it wise that the Personnel Committee talk to the person to whom eventually a two million dollar commitment over a 25-30 year period may be made. This would seem to be reasonable personnel procedures.

Dr. Glaser commented that these are procedures for reappointment, tenure and promotion and he asked why this meeting of the candidate with the committee is mandatory. Dr. Jackson remarked that it is important to the candidate. Submission of private documents often leads to questions and those questions need to be answered by the candidate only. Problems may arise when someone else interprets what the candidate might say instead of hearing the candidate's answers.

After more discussion on the subject, Dr. Jackson asked Provost Marini if it is permissible to take personnel action on people who are not resident on campus. Marini said that possibly (at least reappointment action) would be taken on people who are not on-campus. Jackson replied that if somebody was not on campus they wouldn't be in residence that year and wouldn't be reappointed. The Provost then asked for Dr. Faith Helmick's assistance in clarifying this meaning. She said that those non-tenured people must be reappointed each year, and that if a person happened to be on leave for a semester or the year, a reappointment action would still have to occur. It was her understanding that even though a candidate is invited, the candidate may choose not to appear.

After further discussion it was decided that in paragraph (5) of Section (C) a colon should be added, for clarification, following the wording The candidate SHALL submit a vita and other professional data, INCLUDING INFORMATION ABOUT:

Dr. Buchthal wondered if he was correct in thinking that librarians are eligible for tenure and would be governed by these rules as well. Dr. Jackson replied that those who hold academic rank are eligible. Dr. Buchthal asked if it was realistic for them to be required to submit evidence of teaching if that's isn't what their duties involve.

Jackson replied that it may also apply to people in certain departments who have no research responsibilities and unless the body wished to modify this section common sense should prevail in the definition.

Dr. Marini said that there seems to be two problems involved, including the way information regarding teaching has been dealt with, suggesting that probably the candidate would not be providing all the information, that someone else would have it. Marini continued that it will probably be very difficult for the body to pass this document until such time as the distinction about faculty is made. He wouldn't like to see this take affect for all faculty when this distinction was not made. He asked Dr. Jackson how he wanted to handle this.

Dr. Jackson thought it would be reasonable to regard the distinction as "Full-Time Faculty". Marini asked if he meant to include visitors. Jackson said his committee meant "regular faculty" and not visitors. Marini said then, in other words, the instructors would be included for one part of this document, and for another part, instructors would not be included. Marini thought some distinctions should be required to which Jackson replied that his committee meant "regular full-time faculty", not visitors.

Section (C) (6) is fine as written.

(C) (7) will be changed by deleting the words "where appropriate" as follows:

"The department head, or division chair or school director ~~where appropriate~~ shall transmit....

Section (C) (8) will be changed on the third line thusly:

....RECOMMENDATIONS TO AND DISCUSS WITH THE FACULTY
MEMBER\$ CONCERNED.

There was much discussion on Section (C) (9). Dr. Louis Hill offered wording on the second paragraph that would read:

"TENURE COMMITTEE: ALL TENURED MEMBERS OF THE DEPARTMENT.
IF THERE ARE INSUFFICIENT APPROPRIATE FACULTY MEMBERS
IN THE DEPARTMENT FOR THE REQUIRED COMMITTEES, RULES WILL
BE FORMULATED BY THAT COLLEGE FOR FORMING SUCH COMMITTEES."

Dr. Hill said that his reasoning for this is that in his college there are two new departments. His Personnel Committee has spent many hours in the faculty meetings debating and trying to arrive at a workable solution. He believes that in other colleges the problems might be different.

Professor Leyerle from the School of Law informed the body that in his School it would be difficult to go outside to select other members as this would jeopardize the standards set by the ABA and he concurred with the recommendation.

Dr. Jackson saw no objection to Dean Hill's wording.

Dr. Marini thought it would be beneficial to clarify exactly what language was being discussed here and possibly a motion could be made to amend the language.

Dean Hill made a motion:

"I move that the words under TENURE COMMITTEE starting (IF THERE ARE FEWER....) be deleted to the end and under PROMOTION COMMITTEE starting with the words IF THERE ARE NOT AT LEAST.... be deleted to the end and that a new paragraph be inserted which states:

"IF THERE ARE INSUFFICIENT APPROPRIATE FACULTY MEMBERS IN THE DEPARTMENT TO FORM THE APPROPRIATE COMMITTEE, THEN RULES WILL BE FORMULATED BY THE COLLEGE FOR PROVIDING SUCH COMMITTEE."

The motion was seconded by Dr. Walter Arms.

There was some discussion on the wording "BY THE COLLEGE". It was offered that "COLLEGE OR SCHOOL" be added; then the wording be changed to say"BY THE COLLEGE FACULTY".

Professor Weyrick suggested that "should be included in the procedures" should be added to the wording.

Dr. Marini observed that "formulation" is not the same thing as "adoption", "passing", or "acceptance" and persons other than a group that might be construed to be the faculty of the unit.

Dr. Alice Christie asked why under "RETENTION AND PROMOTION" the committee is described as "AT LEAST" ALL TENURED members of the faculty, allowing for other members and under "TENURE COMMITTEE" THAT "AT LEAST" is not included.

Dr. Marini advised the body that there is still a motion, an amendment offered by Dean Hill, seconded by Dr. Walter Arms, amended several times since offered, and before voting thereon, he asked that it be read back for clarification.

Section (C) (9), as amended, reads as follows:

"RETENTION COMMITTEE: AT LEAST ALL THE TENURED MEMBERS OF THE DEPARTMENTAL FACULTY WHO HOLD A RANK EQUIVALENT TO OR HIGHER THAN THE CANDIDATE."

"TENURE COMMITTEE: AT LEAST ALL TENURED MEMBERS OF THE DEPARTMENT."

"PROMOTION COMMITTEE: At least all tenured faculty members within the department who are at rank or higher than that for which the candidate is being considered. Any person on such a committee should have served at least one year at The University of Akron in the department."

IF THERE ARE INSUFFICIENT APPROPRIATE FACULTY MEMBERS IN THE DEPARTMENT TO FORM THE APPROPRIATE COMMITTEE, THEN THE RULES WILL BE FORMULATED BY THE COLLEGE FACULTY AND INCLUDED IN THE PROCEDURES OF THE COLLEGE OR SCHOOL."

At this point Dr. Marini said that at the conclusion of the discussion, the Committee Chair might move to table the document as amended and the Committee Chair, working with the Secretary of Council, could provide the amended language to Council for its next meeting.

Dr. C. Frank Griffin thought that Section (10) should contain a statement such as "the right of the appellant to make the appeal directly to the committee", as opposed to having to go to the department head or to the dean. Dr. Griffin would move for the addition of the right of the appellant to make the direct appeal to the committee.

The Provost said that since the body is dealing with language that is expected to come back to Council, it seems that the body is drafting language of the committee as a whole.

Dr. Jackson wondered why this was being offered by Dr. Griffin. Griffin replied that his concern is that the appeals process can be circumvented and the person not actually be allowed to get the appeal directly to the appeals committee.

After more discussion, Marini offered two ways of proceeding. The body can either vote amendments of change realizing they may be changed again at the next meeting, or can discuss, as advice to the committee, such questions on which it would like the committee's further reflection before the body acts thereon.

It was offered from the floor that the college has the duty to set up an appeal or review procedure but there is no indication of how this appeal-review committee would be constituted, whether college-wide or departmental and who would be conducting follow-up discussions with the candidate. There seemed to be loose ends.

Another member said that primary appeals should go to departments before being sent out and if Council wants to require colleges to have their appeals process begin at the department level, then Council should address this.

Marini would hope the committee would consider recognizing or considering the question of whether procedural violation or error may affect a substantive issue. Marini wondered if Council would be comfortable with a colleague earning tenure because someone who was to have a meeting with them did not have a meeting. Marini explained that in his experience elsewhere there was usually an acknowledgment that people would not be granted the benefit of a personnel action for reasons of a procedural error alone, that the case would still rest on its merit.

Marini seemed to believe that, from the faculty discussions so far, faculty wouldn't be comfortable with someone earning tenure in the institution because a departmental committee or departmental head, or someone else, had made an error. The consequences of error should be dealt with.

Marini called the body's attention to the following fact: Council has had on record a long time in the policy the stipulation that colleges would have appeal processes and yet not all colleges or schools on campus have had appeal processes. Council should think through the fact that, if a person has been aggrieved, and some suitable remedy is provided, should the person earn, or be given tenure because a procedural error had occurred.

Dr. Jackson said he didn't think that had ever happened, but while the consequences of ignoring regulations for the institution is one thing, what incites this committee to action to revise certain things is that ignoring the regulations by administrative offices, whether they be provosts, deans, department heads, or faculty members who have been responsible to earn these things, should not be ignored either. Dr. Jackson said that procedures which should be adopted and followed should be pointed out by his committee. Marini indicated emphatic agreement.

Jackson suggested that the committee look at the last paragraph of the proposal and circulate a revised Section (C) (10) before the next meeting. Dr. Jackson also moved to:

"Table this document until the December meeting."

Dr. Buchthal seconded the motion.

Provost Marini said he would be more comfortable with a motion to refer this back to committee as the intention would be clear that Council could expect a different document to come forward. Marini asked Dr. Jackson if he would be comfortable with that to which Jackson replied he would be as long as the body wanted to consider it in December. Dr. Marini explained that there is a motion to table with the understanding that some changes will be circulated before the next meeting.

There was a vote in favor of tabling.

Continuing with Old Business, Linda Weiner, Part-Time Faculty Representative, asked if there had been any progress in finding a health insurance carrier for part-time faculty.

Dr. Faith Helmick explained that no carrier has been located who would write a group policy but one carrier would consider individual policies, much the same as if one went to a local agent. Dr. Helmick has asked the University's health benefits office to review that particular policy and compare it with other policies, including full-time benefits, to give some idea as to whether it is reasonable. As yet, she hasn't been apprised of the outcome.

No. 8 - New Business. Acting Associate Provost Weyrick introduced the proposed revision of the Withdrawal Policy. He then made a motion:

"I would move approval of the revised Withdrawal Policy by the APCC and I would move that we table this proposal for consideration at the December meeting."

Dr. Buchthal seconded the motion.

Dr. Marini asked if there was a need for discussion and asked for a vote which passed.

No.9 - Adjournment. Since there was no further business to come before the meeting, it adjourned at 5:10 p.m.

APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, November 5, 1987

RESEARCH (FACULTY PROJECTS) COMMITTEE
AWARDED 10/30/87

<u>RG#</u>	<u>NAME AND DEPARTMENT</u>	<u>TITLE OF PROJECT</u>	<u>AMOUNT</u>
993	Drs. Mary Ellen Atwood and Jacqueline Anglin, Education	"An Ethnographic Study of Pre- Kindergarten Student Teaching Based on the Perceptions of Student Teachers and Classroom Supervisors."	\$1,600.00
994	Dr. Arthur E. Burford, Geology	"Pie de Palo Range, Argentine Andes Precordillera Fracture Analysis Study."	2,240.00
995	Dr. Kim C. Calvo, Chemistry	"Mechanism Study of Ketol Acid Reductoisomerase."	2,285.00
996	Dr. H. Michael Cheung, Chemical Engineering	"A Group Contribution Approach to Surfactant Selection for Protein Solubilization in Inverse Miscelles."	2,850.00
997	Dr. H. Roger Grant, History	"North Western Lines: A History of the Chicago & North Western Railway System."	1,200.00
998	Dr. Donald G. Howard, Marketing	"An Investigation of Advertising/ Marketing Executives' Attitudes Towards Opportunities and Challenges in the People's Republic of China."	440.00
999	Mrs. Mona Shank Klinger, Communicative Disorders	"Listening Abilities Under Adverse Conditions in Medicated Epileptics." (re-awarded)	859.00
1000	Dr. A. W. Gerhard Kunze, Geology	"Geoelectrical Survey of Columbus Landings I, San Salvador, Bahamas."	1,300.00
1001	Dr. Carl R. McMillin, Biomedical Engineering	"Interaction of Blood with a Flexing Surface."	2,475.00
1002	Dr. Donald W. Ott, Biology	"Allen Video Enhanced Contrast Studies of Cytoplasmic Streaming in Vaucheria."	930.00

RESEARCH (FACULTY PROJECTS) COMMITTEE (Continued)
AWARDED 10/30/87

<u>RG#</u>	<u>NAME AND DEPARTMENT</u>	<u>TITLE OF PROJECT</u>	<u>AMOUNT</u>
1003	Dr. Helen W. Richter, Chemistry	"Reperfusion Tissue Damage Following Cardiac Arrest."	2,700.00
1004	Dr. Daniel J. Smith, Chemistry	"Pharmacokinetic and Toxi- cological Studies on the Tissue Repair Stimulator N,N,N',N'- tetrakis-(2-hydroxypropyl)."	3,000.00
1005	Dr. Hui-Qian Tan, Math Sciences	"Symbolic Derivation of Constitutive Material Models and Automatic Code Generation."	3,000.00
1006	Dr. Dawn Trouard, English	"Reading Faulkner's Sanctuary."	2,600.00
1007	Dr. Monte E. Turner Biology	"cDNA Cloning and Characterization of Sequences Associated with Ventricular Hypertrophy."	3,000.00
1008	Dr. Max Willis, Chemical Engineering	"Material Property Functions for Multiphase Technological Problems."	1,830.00
1009	Dr. G. Edwin Wilson, Chemistry	"Characaterization of Pencillin Action."	2,500.00
1010	Dr. Patrick Zuraski, Civil Engineering	"The Effect of Heavy Truck Loads on Welded Cover Plates in Steel Highway Bridges."	2,915.00
		TOTAL	<u>\$37,724.00</u>

APPENDIX TO MINUTES OF UNIVERSITY COUNCIL, November 5, 1987

Timetable
Selective Excellence Program
1987-89 Biennium
Ohio Board of Regents
September, 1987

Ohio Eminent Scholars Program

April, 1987	Request for Proposals mailed. Briefing session.
June 30, 1987	Preliminary proposals due.
September 25, 1987	Screening Committee selects proposals that will move to the finalist stage and universities are notified.
November 30, 1987	Final proposals are due.
March 1 thru May 13, 1988	Site visits for finalists.
June, 1988	Ohio Board of Regents' selection of nine awards.

Program Excellence

April, 1987	Request for Proposals mailed.
May, 1987	Briefing session.
September 15, 1987	Statements of Intent to be filed.
October 15, 1987	Final proposals are due.
January, 1988	Announcement of which proposals will move on for further consideration (second tier)
March thru May, 1988	Site visits for second tier proposals.
June, 1988	Ohio Board of Regents' selection of awards.

Academic Challenge Program

April, 1987

Request for plans mailed.

April, 1987

Briefing sessions.

October 30, 1987

Institutional plans are due.

December 18, 1987

Ohio Board of Regents' approval of institutional plans.

Productivity Improvement Challenge Program

August, 1987

Request for plans mailed.

August - September, 1987

Briefing sessions.

October 26, 1987

Plans are due.

October - November, 1987

Review of plans.

December 18, 1987

Ohio Board of Regents' approval of awards.

Research Challenge Program

September 14, 1987

Program Guidelines.

October 20, 1987

Preliminary plans are due.

October 20, 1987

Documentation of eligible funds for match.

November 30, 1987

Final plans are due.

December 18, 1987

Ohio Board of Regents' approval of awards.

