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2-27-1987

Faculty Senate Chronicle February 27, 1987

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DEAN OF SCHOOL OF LAW SEARCH COMMITTEE

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Louis Hill, Dean, College of Engineering
William Jordan, III, School of Law
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Suzanne Stephens, Student Representative

NORTH CENTRAL REACCREDITATION VISIT

A reaccreditation team of eight people from the North Central Association of Colleges and Secondary Schools will be visiting campus on March 4, 5, and 6. Team members will be talking with faculty members around campus as part of their evaluation of the University. Open hours for faculty to meet with team members have been tentatively scheduled for Wednesday, March 4, from 4:30 until 6 p.m., in the Board of Trustees Room in the Gardner Student Center. Please note the change in location. It was previously announced in the February 23 issue of Faculty Focus that the Open Hours would be held in the Cardinal Dining Room.

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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 MEETING OF UNIVERSITY COUNCIL, February 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, February 5, 1987, in Leigh Hall 307.

Sixty-two of the seventy-eight members of Council were present. Those absent with notice were Dr. Hilton Bonniwell, Dr. Helen Cleminshaw, Dr. Lillian DeYoung, Dr. James Dunlap, Dr. Claibourne Griffin, Dr. Louis Hill, Mr. Donald Jenkins, Miss Miriam Joliat, Dr. Allen Noble, Dr. Joseph Walton, and Dr. John Works. Absent were Mr. John Ash, Mr. John Mumper, Dr. David O'Brien, Mr. Steven Robison, and Mr. Donald Sampsel.

Provost Marini introduced President Muse. The President expressed appreciation to faculty who attended the mid-year commencement on January 11. He announced that there was a larger participation rate at the commencement than there had been in past years. The President then announced that Dr. Jack Watt was present to speak later in the meeting on the North Central Reaccreditation visit which will be taking place on March 4, 5, and 6. President Muse commended Dr. Watt and the self-study team which he chaired for their remarkable work.

The President invited the faculty to attend the faculty convocation which would be held on Thursday, February 12. Among the topics he would address, Muse continued, was the budget situation as it appears for next year, as well as a few other things that have been and will be occurring on campus. The President concluded by bringing attention to The University of Akron Magazine. He announced that the new publication took the place of From the Hilltop, directed at alumni of the University. He announced that copies would be distributed around campus and invited comments on the new publication.

Continuing with corrections to the minutes of the meeting of December 4, Provost Marini recognized Mr. Robert Weyrick. Weyrick observed that, in paragraph 4 on page 3--comments regarding the spring semester portion of the 1987-88 academic calendar--although it was suggested during the APCC discussion, formal consideration was not given to the possibility of beginning the semester on Thursday, January 14 and substituting a Monday class schedule for classes held on Thursday, May 5.

Mrs. Linda Weiner asked that a correction be made to the fourth paragraph on page 5. She requested that the word "mean" replace "only receive" in the second sentence. The new sentence would read, "As an example, she pointed out that an increase of 3 percent for a part-timer making \$335 per credit hour would mean a salary increase of approximately \$10.

As a final correction, Mr. Jim Inman pointed out that the paragraph concluding at the top of page 18 should be corrected to indicate that the last six words, "whom the President wishes to appoint" should not be overstruck.

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

Proceeding with remarks of the presiding officer, Marini announced that the tentative 1987-88 academic calendar adopted by Council in December was shared as an information item with the Board of Trustees in their January 28 meeting. In addition, the amendment to the provisions for the Athletics Committee in the Bylaws of University Council has been approved by the Board of Trustees. This amendment will be reflected in the next printing of the University Council Bylaws.

Continuing with an update on search committees, Marini announced that a search committee for the Dean of the School of Law has been formed. The committee is currently receiving applications, the deadline for which is April 1. He announced that the Search Committee for the Dean of Graduate Studies is also receiving applications. The deadline for application for that position is March 15. January 31 was the deadline for application for the position of Dean of the College of Fine and Applied Arts. The search

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committee received a total of 66 applications and nominations. Lastly, the Search Committee for the Dean of the Community and Technical College received over 90 applications and is currently interviewing the top nine candidates. At the end of the interview process, the committee will recommend names to be given further consideration.

Marini then introduced Dr. Jack Watt, chair of the North Central Association Institutional Self-Study Steering Committee. Watt explained that a team of eight people from North Central Association of Colleges and Secondary Schools will be on campus March 4, 5, and 6. The University will be undergoing its ten-year reaccreditation process. Preparation for this reaccreditation has been underway for two years. He explained that the team members may be talking to various people around the campus. Open hours will be scheduled to enable faculty members to talk with the team members about the University. These open hours are tentatively scheduled for Wednesday, March 4, around 4:30.

Watt continued by announcing that the steering committee prepared a self-study report. Copies of the report will be distributed to each department. Watt encouraged Council members to review the report prior to the team visit and to call any errors to his attention. He explained that traditionally the steering committee guides the self-studies conducted department-by-department. The results of those self-studies are then the sources for the report. It was decided this time that the strategic planning process should be used as the self-study. This fact is explained in the introduction to the report.

Watt explained that only certain programs were highlighted in the document. Given particular attention were programs approved since the last reaccreditation in 1977. He concluded by encouraging Council representatives to inform their colleagues of the team visit.

Provost Marini then turned to the customary order of business. Speaking for the Procedural Committee, Mr. Art Pollock announced that the committee met on January 26 and set the Council agenda. In addition, the committee completed the assignment of terms of appointment to standing committees of University Council. In response to concern about members of a subcommittee who are not members of the full committee, the Procedural Committee reaffirmed interpretation of the Bylaw requirement that no person may serve on a subcommittee who is not a member of the full committee. The last item considered was the matter of replacing Council members who take an approved leave of absence. The secretary was instructed to draft proposed amendments to the Bylaws of University Council covering replacement of members of Council, members of standing committees, and elected officers of Council. Pollock concluded by announcing that the Procedural Committee will consider a draft of those amendments at its next meeting and hopefully will have a proposed amendment on the agenda for the March meeting of University Council.

Speaking for the Academic Policies, Curriculum, and Calendar Committee, Mr. Robert Weyrick announced that there were no recommendations but that APCC met on January 27. The Curriculum Subcommittee is continuing its consideration of the Task Force Report on the General Studies Program submitted last year. The Policy Subcommittee will begin a review of the University's policy on withdrawal from courses.

Dr. Walter Arms reported that the Athletics Committee met on December 18 and January 22. The December meeting revolved around the recommendation made to the Athletic Department regarding the retirement of jerseys; announcement about that will be made to the public shortly.

Arms continued by announcing that the January meeting dealt with the pros and cons of drug testing for University of Akron athletes. A decision has been made to emphasize education rather than testing. Additionally, affiliation with athletic conferences was discussed. The University does not have an affiliation with an athletic conference for

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the coming year. Scheduling is a priority matter at this time. Lastly, non-availability of the Memorial Gym is obviously creating problems because of the many groups and teams that desire space to practice or play. All groups concerned should be aware of the fact that space will continue to be short until renovation of that building is completed.

Referring to the recent announcements in the news regarding the financial situation at the University, Mr. Elton Glaser asked Arms if there is indeed a deficit and from whose budgets this money will be taken. Arms explained that he can't answer the question at present time. The examination of the upcoming budget is on the agenda for the next Athletics Committee meeting. It will be reviewed by Budget Director William Knisely, Athletic Director Dave Adams, and Vice President for Business and Finance Wayne Duff. Arms explained that the 1987-88 budget will be reviewed by the Athletics Committee, as charged by Council. He further explained that he was not chair of the committee last year, but that the committee did not have the opportunity to review the budget.

Mr. Tim Elsass asked if there was any particular procedure to allow for the review of the budget. Arms explained that the charge allowed for the review of the budget in an advisory capacity. Mr. Al Leyerle added that the charge to review the budget is new this year. Therefore, there was no procedure which would have allowed for the review of the current year's budget.

Speaking for the Campus Facilities Planning Committee, Dr. David Timmerman reported that the committee met on February 4. Most of the time was spent on continued discussion of classroom standards, usage, maintenance, and related items. Mr. Phil Bartlett informed the committee of plans to institute a preventive maintenance program which will enable quicker identification of classroom problem conditions and subsequent correction.

Speaking for the Faculty Well-Being Committee, Dr. June Burton reported that the Smoking Policy Subcommittee met twice since the December Council meeting. They have received the written smoking policy statements from several other universities. She continued by announcing that the Early Retirement "Buy Out" Subcommittee has prepared the letter and questionnaire to be sent to faculty. These were scheduled to be mailed out on two consecutive days. Anyone who does not receive a questionnaire may obtain a copy from Dr. Faith Helmick. Responses to these questionnaires should be returned later in February and the subcommittee will analyze them in March.

Lastly, Burton announced that the FWB Committee will have a meeting with Aetna soon. Any concerns should be forwarded to respective Council representatives immediately so that the FWB Committee will have them in time for the meeting.

Mr. Elton Glaser reported that the University Library and Learning Resources Committee met on December 11 and heard an interim report from the Library Standards Subcommittee. Notable in the report was the information that, within the next two years, Bierce Library will have no room to house additional resources. He concluded by announcing that it seems imperative that the problem of critical space shortage be addressed immediately by the administration.

Miss Judy Fitzgerald announced that the Reference Committee met on December 8 and 15. The committee concluded its charge of reviewing the Faculty Manual and presented a draft of suggested changes to Dr. Faith Helmick. Fitzgerald continued by announcing that copies of the document will be mailed to University Council members, and she invited questions, comments, corrections, etc., before the next Council meeting, at which time the suggested changes will be presented for approval. She explained that there are no policy changes. The committee concerned itself with style changes, with emphasis on wording, clarification, punctuation and proper grammatical arrangement; reorganization of the material for better understanding; updating of current practices, procedures and processes; organizational changes to match the Board of Trustees regulations; and the addition of a numbering system based on the format used for the state of Ohio rule filings.

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Fitzgerald concluded by announcing that the committee had been charged with developing an index for the Faculty Manual. Because of the volume of other materials to be covered and the time constraints involved, developing an index was not possible. Nonetheless, she pointed out, indexing is still considered a part of the on-going responsibilities of the Reference Committee.

Reporting for the Student Affairs Committee, Dr. Robert Dubick announced that the Awards, Scholarships, Grants and Loans Subcommittee met twice to discuss issues related to University scholarship programs. During these meetings, Kathy Stafford, John Owen, Sebetha Jenkins-Leggette and Ted Mallo made presentations. As a result, the subcommittee has developed three recommendations for consideration, as follows:

1. Honors and Presidential Scholarships not be reduced from full to partial awards due to receipt of Ohio Academic Scholarships and that this change take place for the 1987-88 year.
2. Stipends for general University scholarships be increased to a minimum of \$500 over the next two years.
3. Stipends for the Honors Program be increased to 80% of instructional and general fees and the Presidential Scholarship Program be increased to 100% of instructional and general fees.

Issues, such as money for minorities and participation of faculty/staff sons and daughters in the Honors and Presidential Scholarship Programs will be discussed at the next meeting.

Dubick continued by announcing that the Extracurricular Activities Subcommittee met twice in the fall semester. Business included the recommendation made with the Dean's approval for one new student organization, "The Press Club," and recommendation for the Dean's approval for four contingency requests. Upcoming meetings will deal with additional contingency requests from student organizations as well as several student organizations' request for registration. Dubick concluded by announcing that hearings will be held during the week of February 23 for the 1987-88 grant requests for graduate evening and law student organizations.

Provost Marini announced that although Acting Dean Walton was not present to report for the Research (Faculty Projects) Committee, he asked that an announcement be made that February 20 is the deadline for submitting faculty research proposals for the spring competition.

There was no report for the Academic Planning and Priorities Committee and the Faculty Rights and Responsibilities Committee.

Dr. Loren Hoch reported that the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents met with Chancellor Coulter on January 29. One major item discussed was the budget. Coulter told the committee that for the first time in his career with the Board of Regents, they were forced to begin with the bottom line and work backwards from there. Essentially, the state support is the same as it was last year.

Hoch continued by announcing that the Program Excellence awards will be continued, the Super Computer Center will be supported, and basic support for higher education increased substantially compared with that of four years ago. The Chancellor predicts that the student share of costs will reach 42% by the end of the biennium, which is an increase of 6% over the current figure.

Regarding another item covered at the Faculty Advisory Committee meeting, Hoch announced that the networking of two-year colleges and technical schools on work force retraining is progressing very well. All are participating in this program. Lastly, the

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Chancellor spoke in glowing terms regarding the agreement drawn up by The University of Akron, Cleveland State University, Kent State University, and Youngstown State University--the commitment to an ongoing collaboration at the doctoral level.

Following the committee reports, Dr. William McGucken referred to the impending crisis at the library regarding space shortage and asked what is being done to address the problem. Dr. George Hodowanec, Director of the University Library and Learning Resources, explained that the topic has been discussed and it is also on an agenda to discuss with the Provost in the near future. In addition, he explained, finding a solution to the problem is included in the long-range capital expenditure timetable. At present, different options have been identified, but they will be subject to further discussion before any actions can be taken.

Mr. Don Bowles, Vice President for Administrative Services, added that the University has requested funding for an addition to the library. Those requests have not been funded. One reason given is that the formula for library space was not being followed. He explained that Dr. Noel Leathers is on a committee appointed by the state to review space utilization, among other things. In addition, the state is not inclined to support funding of library space. Instead, alternate solutions are being sought to reassign space. He added that a solution to the problem will be included in the next capital plan. Similar problems at the science library in Auburn Science and Engineering Center are also being studied.

McGucken asked if this space shortage is viewed as a problem as it relates to the graduate programs, and if it appeared in the self-study report referred to earlier by Dr. Watt. Marini responded that he did not recall the problem being mentioned in the report. He pointed out that the state is opposed to responding to the library space shortage simply by constructing new buildings. Technology change may cause thinking to change regarding retrieval and storage of information. Overall, he acknowledged, there is a serious shortage of space which is being addressed.

Moving on with old business, Provost Marini reminded Council members that Council adjourned during discussion of Bylaw amendments in December. After all proposed amendments were voted on, he would call for approval of the final document. Marini then recognized Dr. C. Frank Griffin, chair of the committee proposing the amendments, to assist in the discussion. Griffin explained that the proposal for amending Article VI, section b, would add the President Pro Tempore as the chair of the Executive (changed from Procedural) Committee. In addition, he explained, other existing material would be reorganized to bring more order to the document and that particular section would be relettered to accommodate the addition of a new section b.

A motion was made to adopt the new language. The motion was seconded and carried.

Griffin continued by explaining that material in sections c, d, e, and f appeared elsewhere in the document, either in earlier sections or in the addendum. Therefore, the committee proposing the changes felt sections c, d, e, and f could be eliminated. Following an explanation of where the information was repeated, there was a motion and a second to remove those specific sections. The motion carried.

The next section to consider, Griffin continued, was section g in Article VI. He explained that adding the phrase, "elected officer of Council or any," would help to clarify the intent of the section. In addition, the word "Procedural" was replaced with "Executive," and the section would be relettered to "d" in light of the elimination of earlier sections. A motion was then made to adopt the language. The motion was seconded and carried. The new wording follows:

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Should any ELECTED OFFICER OF COUNCIL OR ANY elected member of the Procedural EXECUTIVE Committee become an administrative officer either on acting or permanent basis during the term for which he or she was elected to the Procedural EXECUTIVE Committee, the person's seat on this committee shall be deemed vacant, and the Council shall proceed forthwith to elect a successor to complete the respective term.

Moving on to Article VII, Griffin explained that the intent of section was to change the turn-over of Council members to September would provide more order in terms of changing membership. There was to adopt the amendment to Article VII, section a. The language was

Meetings of Council shall be held at least once a EACH spring-semester FROM AND INCLUDING SEPTEMBER THROUGH MAY.

Art Pollock suggested a friendly amendment which would exclude meeting. He suggested "and including" be removed from the proposed language. "excluding January" be added to the end of the sentence. The friendly amendment was accepted. Marini then called for a vote and the motion to adopt the amendment carried.

Moving on with Council to speak up periods that current. There was a motion for an explanation of which intent was that the there were no objec

COUNCIL

PERMISSION TO SPEAK

ed that new language would allow visitors to This would eliminate any long waiting must go through the Procedural Committee. proposed language. Dr. Paul Merrix asked for of the house." Griffin explained the all would recognize someone to speak, provided

Dr. William Mc proposed amendment, explaining that his experience on the Procedural Committee has not proven that it takes three or four weeks for permission to be granted. In addition, everyone has a right to be heard through the person's respective representative to University Council. Lastly, he explained that Council could get flooded with requests from the floor to address Council, or that permission may not be granted uniformly.

Dr. Michael D'Amico, speaking in favor of the amendment, recalled an occasion in the past when many student visitors attended the Council meeting. The visitors would not leave until the matter with which they were concerned was addressed. Because the visitors were not permitted to speak, it took longer to get to the root of their concern. Perhaps, D'Amico concluded, the issue could have been handled more quickly if the visitors could have spoken.

Hearing no additional discussion, Marini called for a vote. The motion to adopt the amendments regarding visitors to Council carried.

The next proposed change appeared in section f of Article VII. "Procedural" would be replaced by "Executive." It was moved, seconded, and carried to adopt the amendment.

Griffin explained that the word "requested" should be replaced by "expected" regarding Council members' obligation to notify the Secretary when they are unable to attend meetings, in Article VII, section g. It was moved and seconded to adopt the word change. During discussion it was moved and seconded that the word "must" be used instead. Further discussion suggested that the word "must" call violators. The motion to substitute the word "must" original motion to substitute the word "expected," Marini motion carried.

EXECUTIVE COMMITTEE RENAMING

The proposed change in Article VIII, section c, Procedural Committee with "Executive," and it would be. It was moved, seconded and carried to adopt the amend

the language.

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Turning to the Addendum, Griffin explained that the name of the Procedural Committee would be changed, and the first paragraph under Procedural (Executive) Committee would be deleted since the same information is repeated in Article VI, section a. Additionally, the responsibilities of the Executive Committee would be listed, including three new duties. The new material follows:

IN ADDITION TO APPOINTING MEMBERS TO APPROPRIATE UNIVERSITY COUNCIL COMMITTEES, THE EXECUTIVE COMMITTEE SHALL ALSO:

PREPARE THE AGENDA FOR EACH MEETING.

SERVE AS AN ADVISORY COMMITTEE TO THE SENIOR VICE PRESIDENT AND PROVOST ON GOVERNANCE MATTERS.

ENSURE THAT THE BUSINESS OF PERMANENT AND AD HOC COMMITTEES IS COMPLETED IN TIMELY FASHION.

BRING MATTERS TO COUNCIL OR ASSIGN MATTERS TO COMMITTEES.

CONSIDER ANY COMPLAINTS REGARDING ELECTIONS OF MEMBERS TO COUNCIL AND MAY MAKE ANY RECOMMENDATIONS CONCERNING THESE COMPLAINTS TO COUNCIL. THE EXECUTIVE COMMITTEE SHALL FURTHER CERTIFY THE VALIDITY OF ALL COUNCIL ELECTIONS.

Griffin indicated that, in addition to the second sentence of the fifth entry, the third and fourth entries are new duties for the committee. It was moved and seconded to adopt the amendment. During discussion it was suggested that the committee should address questions pertaining to the election of Council members. A friendly amendment was suggested and accepted to insert the words "and questions" after "complaints" in the last entry to clarify that point. The motion carried as altered by the friendly amendment.

Turning to the final section to be amended, the description and duties of the Faculty Well-Being Committee, Griffin explained that the introductory paragraph be changed to read:

Concerns itself with matters relating to HEALTH AND WELL-BEING, SUCH AS fringe benefits, such-as insurance, pensions and leaves.

On motion, the amendment was adopted.

Lastly, a new paragraph d would provide for a representative from the part-time faculty to sit on the committee. It was moved, seconded and carried to adopt the amendment.

Before calling for a motion to adopt the entire document as amended, Marini asked if there were any final details to be addressed. Art Pollock suggested that any references to gender be removed throughout the document. In addition, he suggested adding the phrase "full-time faculty" to paragraph b of the provisions for the Faculty Well-Being Committee and the Faculty Rights and Responsibilities Committee to make them consistent to the language in provisions for the Academic Planning and Priorities Committee. A grammar correction was suggested regarding paragraph d under the Faculty Well-Being Committee. In Article VII, section f, regarding submitting a request to call a special meeting of Council, it was suggested that it be indicated that the chair of the Executive should receive the request. Lastly, it was pointed out that the Academic Planning and Priorities Committee should be excepted, along with the Faculty Well-Being and Faculty Rights and Responsibilities committees in the beginning of Article VI section b, regarding the responsibility of the Executive Committee to appoint permanent and ad hoc committees of Council.

Hearing no additional suggestions, Marini called for a motion to adopt the general amendments to the Bylaws. On motion, the amendment was adopted.

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Marini then called for a motion to adopt the document in its entirety. It was moved and seconded. The motion carried unanimously. A copy of the University Council Bylaws with amendments appears in the Appendix of this Chronicle.

Continuing with the next item of old business, a proposed amendment to Article VIII of Council Bylaws regarding amending the Bylaws, Provost Marini reminded Council that the item was on the agenda for the December meeting. Therefore, action could be taken on the item. Then he recognized Acting Associate Provost Robert Weyrick to give an explanation for the proposed change. Weyrick noted that the parliamentary authority for Council is Robert's Rules of Order. According to Robert's, no amendment to a body's constitution or bylaws shall be permitted without a two-thirds vote. He reasoned that the significance of a body's constitution and bylaws warrant more than a simple majority to amend them. He then moved that the item be taken from the table for consideration. The motion was seconded. The motion to remove from the table carried.

Speaking against the proposed amendment, Merrix acknowledged the importance of protecting a body's constitution from frivolous amendment, but pointed out that this particular body is very conservative. He added that since adoption in 1967, the Bylaws have had few substantive changes until now. In addition, Merrix added, the size of membership of Council lends itself better to a majority vote rather than a two-thirds vote. The fifteen permanent members, he concluded, could act as a block in determining the outcome of a vote.

Dr. William McGucken also spoke against the motion, pointing out that Robert's Rules of Order provide that a body may adopt its own standing rules where appropriate. He also mentioned that Council has observed the majority requirement for a number of years and it has worked without any major problems.

Hearing no additional discussion, Provost Marini called for a vote, and the motion was defeated.

Moving on to new business, Marini recognized Professor McGucken. Referring to the recent agreement between the northeast Ohio provosts, McGucken asked the Provost if he could share some of his ideas with the group.

Marini reported that the provosts met upon the request of Chancellor Coulter, who had first discussed the idea with the presidents of The University of Akron, Kent State University, Cleveland State University, and Youngstown State University. He requested that the provosts meet and determine a method to address the likelihood of redundancies in doctoral proposals.

Provost Marini indicated that the provosts met several times during the year and concluded that it would be a good idea to discuss doctoral programs. It was decided that whenever one of the universities was going to propose a new doctoral program, or a significant change to a doctoral program, the program should be considered to determine ways to cooperate with the other universities.

Before a final agreement was signed, the Chancellor decided it might be a good idea to clear the table of some old items that have been unsettled for some time. The result was that a program application for a Ph.D. in Urban Education proposed by Cleveland State would be considered and approved provided there were no questions of quality raised by RACGS (Regents Advisory Committee on Graduate Study). In addition, the Chancellor acknowledged that Youngstown State had legitimate aspirations for graduate programming, which would some day come through the northeast Ohio provosts group. Coulter also asked that Kent State and The University of Akron, since they were the older and more developed institutions, take the responsibility for suggesting where future programming might occur.

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Lastly, the Chancellor stipulated that Kent State University, which had earlier began movement toward offering a doctoral degree for faculty members at the Eastern Campus of Cuyahoga Community College, proceed with their plans.

Marini acknowledged that there are some rough spots to iron out, but the four provosts will be meeting regularly to address any problems and to discuss doctoral program. He added that it is likely that the agreement will affect some master's programs, though not for several years.

Marini explained that he viewed the document as an agreement to meet and discuss doctoral program proposals. He also acknowledged that in some cases the interests of the University may be threatened, but that the group will be meeting regularly to address such cases. In closing, Marini indicated that he would try to keep Council informed.

On motion, Council adjourned at 4:30.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

The following copy of the University Council Bylaws contains the amendments proposed at the December 4 and February 5 meetings of University Council. New material to be inserted in the Bylaws is typed in capital letters. Material to be deleted is indicated with strike-overs. Consideration of the amendments was completed at the February 5 meeting.

Bylaws of the University Council*

ARTICLE I

NAME

The name of this body is the University Council of The University of Akron.

ARTICLE II

POWER AND DUTIES

The University Council of the University Faculty is the legislative body thereof, and the Board empowers it to formulate suitable rules, requirements and procedures for the admission, government, management and control of the students, courses of study, granting of degrees and certificates, and other internal affairs of the institution necessary to meet the objectives of the University in accordance with the established policies of the Board. (Bylaws and Regulations of the Board of Directors, June 21, 1967)*

*Adopted by the Board of Trustees, July 1, 1967, and amended 1969, 1970, 1971, 1972, 1974, 1978, 1980, 1981, 1982, 1984, 1986, 1987.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

The Council shall review and offer recommendations concerning proposals for the creation, abolition, or rearrangement of colleges, departments, or divisions of instruction, proposals from university-wide committees and such other matters as may be referred to Council by the President of the University. Such proposals shall be forwarded to the Procedural EXECUTIVE Committee for inclusion on the agenda of Council meetings.

University-wide committees which are created by Council shall report to Council unless otherwise indicated by Council; other university-wide committees shall report to the parties or body creating them and shall file an information copy of such report with the Procedural EXECUTIVE Committee, except that the President's Advisory Committee, the Provost Advisory Committee, Grievance Committee, committees dealing with confidential personnel matters, and other committees where the President of the University determines confidentiality is required shall not file such information reports with Council. The Procedural EXECUTIVE Committee will include the report on the agenda of Council meetings.

All legislation introduced in the University Council shall be designated as such and if passed shall be forwarded to the Board-of-Trustees-through-the President;-with-the-exception-that-if-the President deems-it-unnecessary-to send-certain-legislation-of-Council-to-the-Board;-such-legislation-shall become-effective-45-calendar-days-after-the-date-of-transmittal-to-the President. WITHIN 45 DAYS OF RECEIPT OF THE LEGISLATION, THE PRESIDENT SHALL: (A) FORWARD THE LEGISLATION TO THE BOARD OF TRUSTEES, OR (B) PUT THE LEGISLATION INTO EFFECT IF THE PRESIDENT DEEMS IT UNNECESSARY TO SEND THE MATTER TO THE BOARD, OR (C) DISAPPROVE AND RETURN THE LEGISLATION TO COUNCIL

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

Legislation sent to the Board of Trustees becomes effective 90 calendar days after receipt by the President unless the Board of Trustees disapproves, or notifies Council that it requires additional time. In the latter event, it shall designate a date by which it shall finish its deliberations. Such postponed legislation becomes effective upon such designated date unless previously disapproved by the Board of Trustees.

The President of the University shall notify Council of the disposition of its legislation within 45 days of its passage indicating whether the legislation has been approved, referred to the Board of Trustees, or returned to Council for reconsideration or amendment.

ARTICLE III

COMPOSITION OF THE COUNCIL

The University Council shall consist of the following:

- a. The President, the Senior Vice President and Provost, the Dean of the Graduate Studies and Research.
- b. The Academic Deans (Arts and Sciences, Engineering, Education, Business Administration, Fine and Applied Arts, Nursing, Law and Community and Technical College and Wayne General and Technical College), the Dean of the Evening College and Summer Sessions, the Director of University Library and Learning Resources, Executive

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

Director-of THE ASSOCIATE PROVOST FOR Continuing Education, and Public Services AND OUTREACH, the Dean of the University College and the ASSOCIATE PROVOST AND Dean of Student Services, plus three other administrators and-one-ex-officio-nonvoting-retired-University-of Akron-faculty-member whom the President wishes to appoint.

- c. Elected members from the degree-granting college faculties including Wayne General and Technical College (Graduate School excepted) elected according to the formula in Article IV, Section d E. Additional members to be elected as increased numbers warrant, as indicated in Article IV, Section d E. The librarians holding faculty rank shall be considered the equivalent of a degree-granting college faculty for the purpose of elective membership.
- d. Eight student representatives comprising four students from the undergraduate day enrollment selected in such manner as determined by Associated Student Government, two evening students selected in such manner as determined by the Evening Student Council, one student selected from the Graduate Student Council in a manner agreeable to such Council, and one student selected from the Student Bar Association in a manner agreeable to such Association.
- e. The Chair of the University Council Committee of Department and Division Heads, as an ex officio and nonvoting member.
- f. Chairs of the University Council's Committees on Faculty Rights and Responsibilities and on Faculty Well-Being, who shall be nonvoting

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members for reporting purposes only unless they are regularly chosen as members of the Council.

- g. A representative of the part-time faculty shall be elected as a voting member.
- H. ONE RETIRED UNIVERSITY OF AKRON FACULTY MEMBER AS A VOTING MEMBER WHOM THE PRESIDENT APPOINTS FROM A LIST OF NOMINEES SUPPLIED BY RETIRED FACULTY.

ARTICLE IV

ELECTIONS

- a. The elected faculty members shall be elected from their individual colleges by normal democratic procedures, utilizing the secret ballot.
- B. UNDER THE PROVISIONS OF THIS ARTICLE, ADJUNCT AND VISITING FACULTY, CONTRACT PROFESSIONALS, AND PERSONS OF ANY DECANAL RANK ARE EXCLUDED.
- bC. All full-time teaching members of the faculties of the colleges (Instructors, Assistant Professors, Associate Professors, and Professors) and all librarians of faculty rank are electors of Council members.

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UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

- eD. Those eligible for election are full-time teaching members of the faculties of the colleges and librarians with the rank of Instructor, Assistant Professor, Associate Professor, or Professor, with or without tenure.
- dE. Each degree-granting college with separate full-time teaching faculty shall elect representatives in accordance with the following formula:

Faculty Size	Number of Representatives
1 - 10	one
11 - 25	two

Plus one (1) additional representative for each additional twenty-five (25) faculty members or fraction thereof. Faculty size for the purpose of the election shall be determined by counting all full-time teaching instructors, Assistant Professors, Associate Professors and Professors currently employed and-on-campus one month before the election is held.

- eF. 1) Elections in the individual colleges shall be scheduled so that they are completed by April-21 MAY 1 of each year and the manner of election shall be determined by each individual college.

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UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

- 2) New members shall take office at the regular May ~~SEPTEMBER~~ meeting of the Council. Each member shall be elected for a two-year term. ~~(After-the-first-election;-one-half-of-the elected-members-shall-be-designated-as-serving-one-year-by-the Procedural-Committee-)~~
- 3) Members may be reelected.
- 4) In the event of a vacancy before a full term has been served, a special election shall be held by the college where the vacancy occurred.

fG. The elected part-time faculty representative shall be elected by members of the part-time faculty, UTILIZING THE SECRET BALLOT, by ~~normal-democratic~~ procedures ADOPTED BY COUNCIL* ~~utilizing-the secret-ballot.~~

ARTICLE V

OFFICERS OF THE COUNCIL

- a. The Senior Vice President and Provost shall preside at the meetings. However, it shall be the right and duty of the President to preside at the meetings of University Council should the President choose to do so.

*ADOPTED BY UNIVERSITY COUNCIL ON FEBRUARY 6, 1986.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

- b. In the absence of the Senior Vice President and Provost, the presiding officer shall be a President Pro Tempore who shall be elected by the Council annually in May SEPTEMBER from the elected members of the Council. THE PRESIDENT PRO TEMPORE SHALL ALSO CHAIR THE EXECUTIVE COMMITTEE, SERVE AS A MEMBER OF THE ACADEMIC PLANNING AND PRIORITIES COMMITTEE AND ACT AS A REPRESENTATIVE OF THE UNIVERSITY COUNCIL UPON THE REQUEST OF THE PRESIDENT OF THE UNIVERSITY.
- c. ~~The minutes of the Council meetings shall be kept by a Secretary of Council elected by Council from the elected members of Council. This election shall be carried out during the first (May) meeting of Council by normal democratic procedures utilizing the secret ballot. The term of office of the Secretary is limited by the will of Council.~~ THE COUNCIL SHALL ELECT EACH SEPTEMBER A SECRETARY WHO SHALL KEEP THE MINUTES OF COUNCIL MEETINGS. THE SECRETARY AND OTHER OFFICERS OF COUNCIL SHALL BE PROVIDED WITH ADEQUATE STENOGRAPHIC ASSISTANCE. THE SECRETARY SHALL BE RESPONSIBLE FOR CIRCULATING MINUTES OF EACH COUNCIL MEETING TO ALL MEMBERS OF UNIVERSITY COUNCIL AND FULL-TIME FACULTY PRIOR TO THE NEXT COUNCIL MEETING. A SUMMARY OF ACTIONS TAKEN AT EACH COUNCIL MEETING SHALL BE PUBLISHED IN THE UA NEWS.
- d. ~~The Secretary of Council may be assisted by the Secretary of the President.~~ THE ELECTION OF OFFICERS OF THE COUNCIL SHALL BE BY NORMAL DEMOCRATIC PROCEDURES UTILIZING THE SECRET BALLOT.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

- e. ~~Robert's Rules of Order and any other rules as Council may adopt;~~
~~shall apply at all Council meetings.~~ THE ELECTED OFFICERS OF
UNIVERSITY COUNCIL SHALL SERVE FROM TIME OF ELECTION IN SEPTEMBER
UNTIL NEW OFFICERS ARE ELECTED THE FOLLOWING SEPTEMBER.
- F. THE PARLIAMENTARY AUTHORITY FOR COUNCIL SHALL BE ROBERT'S RULES OF
ORDER. IN ANY CONFLICT BETWEEN UNIVERSITY COUNCIL BYLAWS AND
ROBERT'S RULES OF ORDER, UNIVERSITY COUNCIL BYLAWS TAKE PRIORITY. A
PERSON WHO IS NOT A MEMBER OF UNIVERSITY COUNCIL SHALL BE APPOINTED
PARLIAMENTARIAN BY THE CHAIR OF UNIVERSITY COUNCIL.

ARTICLE VI

PERMANENT COMMITTEES OF COUNCIL*

- a. ~~One permanent committee~~ PERMANENT COMMITTEES of Council shall be the
~~Procedural~~ EXECUTIVE Committee*; ACADEMIC POLICIES, CURRICULUM AND
CALENDAR; ATHLETICS; CAMPUS FACILITIES PLANNING; LIBRARY AND LEARNING
RESOURCES; REFERENCE; RESEARCH; STUDENT AFFAIRS; FACULTY WELL-BEING;
FACULTY RIGHTS AND RESPONSIBILITIES; AND ACADEMIC PLANNING AND
PRIORITIES.

*See Addendum for listing of "Functions of Permanent Committees of University
Council."

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UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

- B. MEMBERS OF THE EXECUTIVE COMMITTEE SHALL, IN MAY, AND AFTER CONSIDERING PREFERENCES OF COUNCIL MEMBERS AND THEN NON-COUNCIL MEMBERS, APPOINT ALL PERMANENT AND AD HOC COMMITTEES OF COUNCIL, WITH THE EXCEPTION OF THE FACULTY WELL-BEING COMMITTEE, THE FACULTY RIGHTS AND RESPONSIBILITIES COMMITTEE, AND THE ACADEMIC PLANNING AND PRIORITIES COMMITTEE. TO PROVIDE SOME CONTINUITY OF MEMBERSHIP FOR EACH COMMITTEE, THE EXECUTIVE COMMITTEE SHALL APPOINT COMMITTEE MEMBERS SO THAT, IF POSSIBLE, ONLY ONE-THIRD OF THE MEMBERSHIP OF ANY COMMITTEE IS TERMINATED EACH YEAR AND MEMBERS SERVE A THREE-YEAR TERM. AT THE FIRST MEETING OF EACH COMMITTEE, THE COMMITTEE SHALL ELECT ITS CHAIR, WITH THE EXCEPTION OF THE ACADEMIC POLICIES, CURRICULUM AND CALENDAR COMMITTEE AND THE ACADEMIC PLANNING AND PRIORITIES COMMITTEE, WHICH SHALL BE CHAIRED BY THE SENIOR VICE PRESIDENT AND PROVOST OR SAID DESIGNATE.

THE FOLLOWING PERMANENT COMMITTEES SHALL HAVE EX OFFICIO MEMBERS AS INDICATED: ACADEMIC POLICIES, CURRICULUM AND CALENDAR, THE SENIOR VICE PRESIDENT AND PROVOST OR SAID PERSON'S DESIGNEE; ATHLETICS, THE ATHLETIC DIRECTOR OR SAID PERSON'S DESIGNEE; CAMPUS FACILITIES PLANNING, THE VICE PRESIDENT FOR ADMINISTRATIVE SERVICES OR SAID PERSON'S DESIGNEE; LIBRARY AND LEARNING RESOURCES, THE DIRECTOR OF UNIVERSITY LIBRARY AND LEARNING RESOURCES OR SAID PERSON'S DESIGNEE; RESEARCH (FACULTY PROJECTS), THE DEAN OF GRADUATE STUDIES AND RESEARCH OR SAID PERSON'S DESIGNEE; AND STUDENT AFFAIRS, THE ASSOCIATE PROVOST AND DEAN OF STUDENT SERVICES OR SAID PERSON'S DESIGNEE. IF NOT ALREADY A MEMBER OF COUNCIL, THE CHAIR SHALL BECOME AN EX OFFICIO NONVOTING MEMBER FOR REPORTING PURPOSES ONLY. EX OFFICIO MEMBERS SHALL BE NONVOTING UNLESS THEY ARE MEMBERS OF COUNCIL. ADDITIONAL NONVOTING MEMBERS MAY BE APPOINTED TO ANY PERMANENT COMMITTEE BY COMMITTEE APPROVAL.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

bC. This THE EXECUTIVE committee shall consist of the Senior Vice President and Provost as-Chairman, THE PRESIDENT PRO TEMPORE OF UNIVERSITY COUNCIL AS CHAIR, the elected Secretary of Council and three other members elected by Council at the-May ITS SEPTEMBER meeting from the elected members of Council. THE PRESIDENT OF THE UNIVERSITY IS A MEMBER EX OFFICIO OF THIS COMMITTEE. THE TERMS OF OFFICE OF THIS COMMITTEE SHALL BE ALTERNATING, TWO OF THE ELECTED MEMBERS REPLACED ONE YEAR AND THE OTHER ELECTED MEMBER BEING REPLACED THE NEXT YEAR.

c:---The-President-of-the-University-is-a-member-ex-officio-of-this-Committee;

d:---This-Procedural-Committee-shall-prepare-the-agenda-for-each-meeting;
specifying-the-particular-items-of-business-to-be-considered;--It-shall;
in-September;-and-after-considering-preferences-of-Council-members;
appoint-all-permanent-and-ad-hoc-Committees-of-Council;-with-the
exception-of-the-Faculty-Well-Being-and-the-Faculty-Rights-and
Responsibilities-Committees-and-the-University-Council-Committee-of
Department-and-Division-Heads:---This-Committee-of-Department-and-Division
Heads-shall-consist-exclusively-of-the-heads-of-all-academic-departments
and-divisions;-and-shall-elect-its-own-officers-and-chairman:---To-provide
some-continuity-of-membership-for-each-committee;-the-Procedural
Committee-shall-appoint-committee-members-so-that;-if-possible;-only
one-third-of-the-membership-of-any-committee-is-terminated-each-year-and
members-serve-a-three-year-term:---Besides-the-Procedural-Committee;-other
permanent-committees-of-Council-are:---Academic-Policies;-Curriculum-and
Calendar;-Athletics;-Campus-Facilities-Planning;-Library-and-Learning
Resources;-Reference;-Research;-Student-Affairs;-Faculty-Well-Being;

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

Faculty-Rights-and-Responsibilities;-and-Academic-Planning-and

Priorities:

-----The-Rights-and-Responsibilities-Committee-shall-consist-of-one-member from-the-tenured-faculty-of-each-College-and-Bierce-Library;-elected-by its-full-time-faculty;--Deans;-and-such-decanal-persons-are-ineligible-to serve-on-the-committee;--Members-shall-serve-overlapping-three-year-terms so-that-one-third-are-elected-each-year;--The-Committee-shall-elect-its own-chairman-who;-if-not-already-a-member-of-Council;-shall-become-an-ex officio-nonvoting-member-of-Council;--The-Well-Being-Committee-shall consist-of-one-member-from-the-full-time-faculty-of-each-College-and Bierce-Library;-elected-by-its-full-time-faculty;--Deans;-Associate Deans;-Assistant-Deans;-the-Director-of-University-Library-and-Learning Resources-and-such-decanal-persons-are-ineligible-to-serve-on-the committee;--Members-shall-serve-overlapping-three-year-terms-so-that one-third-are-elected-each-year;--The-committee-shall-elect-its-own chairman-who;-if-not-already-a-member-of-Council;-shall-become-an-ex officio-nonvoting-member-of-Council;

e.---It-shall-listen-to-any-complaints-regarding-election-of-members-to Council-and-may-make-any-recommendations-concerning-these-complaints-to Council;

f.---The-terms-of-office-of-this-committee-shall-be-alternating;-two-of-the elected-members-replaced-one-year-and-the-Secretary-(if-not-reelected) and-the-other-elected-member-being-replaced-the-next-year;

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UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

- gD. Should any ELECTED OFFICER OF COUNCIL OR ANY elected member of the Procedural EXECUTIVE Committee become an administrative officer either on acting or permanent basis during the term for which the member was elected to the Procedural EXECUTIVE Committee, the person's seat on this committee shall be deemed vacant, and the Council shall proceed forthwith to elect a successor to complete the respective term.

ARTICLE VII

MEETINGS

- a. Meetings of Council shall be held at least once a EACH month during-the-fall and-spring-semesters FROM SEPTEMBER THROUGH MAY, EXCLUDING JANUARY.
- b. The Council shall act according to an agenda which shall be circulated to all faculty members by the Secretary at least one full academic week prior to each meeting.
- c. One permanent item on the agenda shall be "Presidential Remarks."
- d. Any member of the student body, faculty or any administrative officer of the University may attend the meetings of the Council. He-or-she-may express-a-view;-however;-only-after-first-being-placed-upon-the-agenda-by the-Procedural-Committee;--The-request-to-be-placed-on-the-agenda-should

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~~be-made-to-the-Secretary-by-the-individual:~~ VISITORS MAY SPEAK UPON
PERMISSION OF THE HOUSE. These visitors may not vote on any question.

- e. A quorum of any regular or special meeting of the Council shall be a majority of the voting membership of the University Council.
- f. Special meetings may be called at any time by the presiding officer, or by the Council-~~Procedural~~ EXECUTIVE Committee, or upon petition by any seven Council members who present their request to the ~~Chairman~~ CHAIR OF THE EXECUTIVE COMMITTEE in writing.
- g. Council members are expected to regard attendance at all meetings as a primary obligation to their colleagues and to the University. When conflicting professional duties, imperative personal affairs, or illness make attendance at a given meeting impossible, Council members are requested EXPECTED to notify the Secretary in advance of the meetings. Such absence will be separately listed in the minutes as absences with notice.

ARTICLE VIII

AMENDMENTS

Amendments to these Bylaws must be approved by a majority of the voting membership of the University Council. Proposals for such amendments must be on the agenda of a Council meeting and may be discussed, but they must be

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placed on the table for action at the next meeting of the Council. Such amendments are in all cases to be reported by the President to the Board of Trustees.

An amendment shall be proposed by a member of Council as follows:

- a. It shall be in writing.
- b. It shall 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.
- c. It shall ~~have-been~~ BE distributed by the Secretary of Council to the ~~Procedural~~ EXECUTIVE Committee which shall ~~have-placed-it~~ PLACE IT on the NEXT agenda OF UNIVERSITY COUNCIL and shall ~~have caused-its~~ distribution-to-be-made IT DISTRIBUTED to members of the Council and the faculty.

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ADDENDUM

FUNCTIONS OF PERMANENT COMMITTEES*

OF UNIVERSITY COUNCIL

(Approved May 31, 1973 and amended June 1974, FEBRUARY 1987)

Procedural EXECUTIVE Committee

-----The-Procedural-Committee-shall-prepare-the-agenda-for-each-meeting;--It shall;-after-its-election-in-May;-and-after-recognizing-preferences-of-Council members;-appoint-all-permanent-and-ad-hoc-committees-of-Council;-subject-to the-approval-of-the-President;-with-the-exception-of-the-Faculty-Well-Being and-the-Faculty-Rights-and-Responsibilities-Committees-and-the-University Council-Committee-of-Department-and-Division-Heads;--This-Committee-of Department-and-Division-Heads-shall-consist-exclusively-of-the-heads-of-all academic-departments-and-divisions;-and-shall-elect-its-own-officers-and chairman;--Besides-the-Procedural-Committee;-other-permanent-committees-of Council-are;--Academic-Policies;-Curriculum-and-Calendar;-Athletics;-Campus Facilities-Planning;-Library-and-learning-Resources;-Reference;-Research;

*Each Committee has, under Robert's Rules of Order, the discretion to establish and abolish whatever subcommittees it sees fit, and no person who is not a member of a Standing (Permanent) Committee may serve as a member of a subcommittee. It is each Committee Chair's responsibility to maintain minutes and pass them on to the incoming chair.

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~~Student-Affairs;-Faculty-Well-Being;-Faculty-Rights-and-Responsibilities;~~
~~Academic-Planning-and-Priorities-~~

IN ADDITION TO APPOINTING MEMBERS TO APPROPRIATE UNIVERSITY COUNCIL COMMITTEES, THE EXECUTIVE COMMITTEE SHALL ALSO:

PREPARE THE AGENDA FOR EACH MEETING.

SERVE AS AN ADVISORY COMMITTEE TO THE SENIOR VICE PRESIDENT AND PROVOST ON GOVERNANCE MATTERS.

ENSURE THAT THE BUSINESS OF PERMANENT AND AD HOC COMMITTEES IS COMPLETED IN TIMELY FASHION.

BRING MATTERS TO COUNCIL OR ASSIGN MATTERS TO COMMITTEES.

CONSIDER ANY QUESTIONS AND COMPLAINTS REGARDING ELECTIONS OF MEMBERS TO COUNCIL AND MAY MAKE ANY RECOMMENDATIONS CONCERNING THESE COMPLAINTS TO COUNCIL. THE EXECUTIVE COMMITTEE SHALL FURTHER CERTIFY THE VALIDITY OF ALL COUNCIL ELECTIONS.

Academic Policies, Curriculum and Calendar Committee

Reviews curricula and course recommendations of the several Colleges and Divisions and submits them, with recommendations, to University Council for action.

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Establishes and interprets policy on various academic matters such as admission, retention, and graduation requirements, etc., when the legislative action of University Council empowers it to do so.

Recommends to University Council changes for the improvement of the academic program of the University.

Considers such items as the mechanics of the academic program, adjustments in admission, retention, and dismissal requirements, changes in the General Bulletin description of academic procedures.

Reviews course changes, proposals, new programs, and recommends such changes and revisions for inclusion in the General Bulletin.

Proposes a calendar for each academic year beginning with the first Summer Session and concluding with the following Spring Commencement.

Academic Planning and Priorities Committee

In conjunction with the Provost, this Committee reviews the proposed plans of academic units and recommends priorities among such plans. Such recommendations shall be reported to the Provost; an information copy of such recommendations shall be reported to Council.

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The Committee shall consist of the following:

A. One member from the full-time Faculty from each of the degree-granting colleges, elected by its full-time faculty:

- 1) Arts and Sciences
- 2) Business Administration
- 3) Community and Technical
- 4) Education
- 5) Engineering
- 6) Fine and Applied Arts
- 7) Law
- 8) Nursing
- 9) Wayne General and Technical

B. One full-time faculty member from Bierce Library, elected by its full-time faculty.

C. President Pro Tempore of University Council.

Deans, Associate Deans, Assistant Deans, the Director of University Library and Learning Resources, and persons of similar decanal rank are ineligible to serve on the committee. Members shall serve overlapping three-year terms so that during two years three are elected, while four are elected during the third year.

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Athletics Committee

Advises University Council on all University activities relating to intercollegiate athletics including, but not limited to, conference affiliations and the National Collegiate Athletic Association.

Coordinates with other University Council committees matters of joint concern relating to Intercollegiate Athletics.

Provides advice and counsel to the Director of Athletics concerning individual player eligibility, interpretation of policy and other matters relating to the athletic program.

The registrar decides questions of academic eligibility of student athletes. If conflicts arise between the registrar, student athlete, and/or athletic department, the following procedures shall be followed:

1. Appeal could be made by any of the grieved parties to the Athletics Committee;
2. Upon reviewing the facts, the committee would make a recommendation to the Senior Vice President and Provost.

Promotes academic achievement among student athletes.

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Reviews team game schedules, seasonal game limitations and participation in post-season events.

Reviews the proposed budget with respect to athletic programs.

Campus Facilities Planning Committee

Reviews the future construction needs of the University, the status of current capital projects, and the status of space assignments.

Provides faculty and student advice and information to the Planning Department on:

1. The priorities assigned to the construction and facilities needs of the University.
2. The changes in space assignments for academic, research and residential facilities.
3. The utilization of current facilities.
4. The naming of campus buildings.

Reports findings and actions to the University Council along with necessary and appropriate recommendations.

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Faculty Rights and Responsibilities Committee

Concerns itself with grievance matters relating to faculty assessment or evaluation, appointment, retention, tenure and promotion.

The committee shall consist of the following:

- a. One member from the tenured faculty of each degree-granting college, elected by its full-time faculty:
 - 1) Arts and Sciences
 - 2) Business Administration
 - 3) Community and Technical
 - 4) Education
 - 5) Engineering
 - 6) Fine and Applied Arts
 - 7) Law
 - 8) Nursing
 - 9) Wayne General and Technical
- b. One FULL-TIME FACULTY member from Bierce Library, elected by its full-time faculty.

Deans, Associate Deans, Assistant Deans, the Director of University Library and Learning Resources, and persons of similar decanal rank are ineligible to serve on the committee. Members shall serve

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overlapping three-year terms so that during two years three are elected, while four are elected during the third year. The committee shall elect its own chair who, if not already a member of Council, shall become an ex officio nonvoting member for reporting purposes only.

Faculty Well-Being Committee

Concerns itself with matters relating to HEALTH AND WELL-BEING, SUCH AS fringe benefits, such-as insurance, pensions and leaves.

The committee shall consist of the following:

- a. One member from the full-time faculty from each of the degree-granting colleges, elected by its full-time faculty:

- 1) Arts and Sciences
- 2) Business Administration
- 3) Community and Technical
- 4) Education
- 5) Engineering
- 6) Fine and Applied Arts
- 7) Law
- 8) Nursing
- 9) Wayne General and Technical

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b. One FULL-TIME FACULTY member from Bierce Library, elected by its full-time faculty.

c. One member from the General Faculty, elected by its members.

Deans, Associate Deans, Assistant Deans, the Director of University Library and Learning Resources, and persons of similar decanal rank are ineligible to serve on the committee. Members shall serve overlapping three-year terms so that during two years three are elected, while four are elected during the third year. The committee shall elect its own chair who, if not already a member of Council, shall become an ex officio nonvoting member for reporting purposes only.

D. ONE MEMBER FROM THE PART-TIME FACULTY CURRENTLY EMPLOYED BY THE UNIVERSITY ELECTED BY MEMBERS OF THE PART-TIME FACULTY, UTILIZING THE SECRET BALLOT, BY PROCEDURES ADOPTED BY COUNCIL.

Library and Learning Resources Committee

Serves as an advisory group to the Director of University Library and Learning Resources to express the faculty will in the growth and development of the academic support which the Library supplies.

Provides the Director of University Library and Learning Resources with guidelines and advice on acquisitions, budget, policy and other matters affecting academic areas.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

Reference Committee

Reviews legislation referred to it by University Council to ascertain if it is drafted properly and does not conflict with existing rules and regulations or practices. Reviews the Faculty Manual annually and submits any suggested revisions by the February meeting of the University Council.

Research Committee (Faculty Projects)

Reviews research proposals submitted by faculty members and grants University funds in support of those proposals deemed worthy.

Recommends the budgeting of sums of the University's support of faculty research proposals to be funded by this committee.

Establishes policies for funding proposals and guidelines for expenditures of those funded.

Student Affairs Committee

Plans and executes all University assemblies and convocations.

Makes policy, subject to approval of University Council, regarding the granting of scholarships, awards, grants and loans to University students.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, February 5, 1987

UNIVERSITY COUNCIL BYLAWS WITH AMENDMENTS PROPOSED AT DECEMBER 4, 1986, AND FEBRUARY 5, 1987, UNIVERSITY COUNCIL MEETINGS

Proposes regulations concerning all extracurricular activities (except Athletics) to University Council. Recommends to Council the extension of official recognition of student organizations.

RECEIVED

FEB 27 1987

SENIOR VICE PRESIDENT
& PROVOST

FRANK MARINI
SENIOR VICE PRESIDENT
AND PROVOST