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Faculty Senate Chronicle April 29, 1988

Heather M. Loughney

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the university of akron
Chronicle

a report to the faculty of
the university of akron



1987-88, No 8.

April 29, 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
April 21, 1988

A meeting to continue the agenda from the April 7 University Council meeting was called to order by the Chair, Senior Vice President and Provost Frank Marini, at 3 p.m. on Thursday, April 21, 1988 in Leigh Hall 307.

Forty-four of the seventy-eight members of Council were present. Those absent with notice were Executive Assistant to the President Don Bowles, Associate Provost Hilton Bonniwell and Associate Provost and Dean Robert Dubick, Deans Cooper, DeYoung, Dunlap, Hunt, Turning, and Williams, Professors Dennis Kleidon, Alan Krigline, Forrest Smith, and Evening Student Council Representative Leigh Cromleigh. Absent without notice were Professors Jacqueline Anglin, Donald Harvey, Thomas Herbert, James Inman, Maryhelen Kreidler, Carl McMillin, George Pope, Malcolm Railey, Larry Snider, David Timmerman, Judy Wilkinson, Associated Student Government Representatives Traci Ballard, Tony Brown, Jeff Ennis, Bob Paduchik, Graduate Student Government Representative David Bisbee, Student Bar Association Representative Andrew Venturelli.

Business was conducted from agenda Item 8. - New Business b.- Proposal for a Faculty Ombudsman, the point at which the April 7, 1988 meeting adjourned.

Dr. June Burton made the following motion:

"I move that University Council recommend to the President and the Board of Trustees the document entitled 'Proposal for a Faculty Ombudsman'."

The motion was seconded and Dr. Burton explained the history of the Ombudsman as being initiated by former President Guzzetta in 1973. However, the actual plan was never put into practice.

In August, 1987 at the Lake Mohican Administrative Retreat, the issue was brought up by Dr. Dale Jackson; this time, however, in a different context, as opposed to the original idea of establishing communications between faculty and administration; the focus was on faculty status and rights, solving grievances and resolving conflict resolution. Dr. Burton advised all attendees that a sub-committee of AAUP was presently devising an Ombudsman proposal.

At University Council's September 3rd meeting the Ombudsman issue was assigned to the Faculty Well-Being Committee and Dr. Burton then assigned it to a sub-committee. The sub-committee made four changes as follows:

1. Paragraph 1., second sentence - deleted the words "to the President" and substituted "directly to the Board of Trustees".

2. Paragraph 4., first sentence - deleted the word "primarily" and substituted the word "solely" after "concern".

3. Paragraph 5., section (e) - deleted "the President of the University" and substituted "University Council".

4. Paragraph 5., third sentence - deleted the words "the President of the University" and substituted "University Council".

Hence, the proposal before Council today.

Dr. Michael Farona spoke against the Ombudsman position as there are ample offices on campus to hear grievances.

At this point Dr. McGucken chaired the meeting giving Dr. Marini the opportunity to speak against the proposal and to advise Council of his intention to prepare a substitute proposal. He then made the following motion:

"I move to table this motion until
the next regular meeting."

Dean Griffin seconded the motion and Dr. McGucken explained that a motion to table is not debatable and a vote was taken thereon. The motion to table carried with twenty-seven in favor and eight opposed.

Item 8. C. - Proposal to amend Section 3359-20-03 of the Faculty Manual from Faculty Rights and Responsibilities Committee - The Provost assumed the Chair and Dr. Dale Jackson announced suggested changes to this section and then made the following motion:

"I move that we approve these changes".

After being seconded, discussion followed wherein Dr. Jackson advised that in section (b) "EMERITUS FACULTY" the last sentence, the word "TO" is to be added as follows:OF INSTRUCTOR OR ABOVE, TO THE DEAN OF THE COLLEGE, THE PROVOST, AND THE PRESIDENT.

Dr. McGucken proposed to amend the fifth line of (b) (1) EMERITUS FACULTY by substituting the words "SHALL BE MADE" for "ARE INITIATED". A vote thereon was taken and passed unanimously.

Dean Griffin made the following motion.

"I move two changes in section (c) (1)
The Auxiliary Faculty, reading Comprised
of all faculty persons not on the regular
faculty, including but not limited to
those with visiting APPOINTMENTS, RESEARCH
APPOINTMENTS, Part-Time Appointments, and

as agreed upon by all involved. This policy does not apply to laboratory courses or those with many discussion sections; it is designed for so-called 'team teaching' situations or when more than one faculty member participates in lectures. The total amount of credit assigned normally should not exceed the credit carried by the course. However, at the discretion of the dean(s) of the college offering the course, the assignment may be increased up to an additional 100% of the credit carried by the course. Such credit may be awarded only if each instructor receiving credit participates and contributes to the course value in a manner that justifies the credit awarded."

A vote on the main motion was taken; the motion carried unanimously.

Item 8. H. - Proposed amendments to University Council Bylaws. Assistant Provost Faith Helmick made a motion as follows:

"I move to amend the University Council Bylaws to add the appropriate references for the College of Polymer Science and Polymer Engineering." A copy of those amendments was attached to the April Council Agenda and I understand that these amendments will have to be tabled until the May meeting."

After being seconded, with no discussion, a vote was taken on the motion to table until the May meeting. The motion passed unanimously.

A motion was made and seconded to adjourn the meeting which did at 4:55 p.m.

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Polymer Science and Polymer Engineering Search Committee

Claibourne E. Griffin.....Arts and Sciences
Avraam I. Isayev.....Polymer Engineering
Donald McIntyre.....Polymer Science
Kyonsuhu Min.....Polymer Engineering
Roderic P. Quirk.....Polymer Science
James Scobbo.....Polymer Engineering
Carl Snyder.....Community Representative
Mark Weih.....Polymer Science

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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
April 7, 1988

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, April 7, 1988 in Leigh Hall 307.

Fifty-seven of the seventy-eight members of Council were present. Those absent with notice were Executive Assistant to the President Don Bowles, Professors Jackie Anglin, Elton Glaser, Alan Krigline, Paul Merrix, Allen Noble, Evening Student Council Representatives Carol Adams and Leigh Cromleigh. Absent without notice were Professors Roger Keller, Beverly Mugrage, Malcolm Railey, David Timmerman, Judy Wilkinson, Associated Student Government Representatives Traci Ballard, Tony Brown, and Bob Paduchik, Graduate Student Government Representative David Bisbee, Student Bar Association Representative Andrew Venturelli.

Item No. 1 - Remarks of the President. The Chair presented President Muse to Council.

President Muse reported that the proposed Controlled Smoking Policy will be presented to the Board of Trustees, with Muse's recommendation for adoption, at its April meeting, for implementation, if approved, in the Fall.

The President informed Council that over 1100 people completed the ERIP questionnaire and the results were forwarded to the Board of Trustees for their consideration. He has recommended that the Board reconsider this matter at its April meeting and he intends to recommend, as he did in October and December, Board approval of an ERIP available for a one-year period of time. Dr. Banda, in his February presentation to the Board, recommended that, if a one-year program was available, the period be July 1, 1989 to June 30, 1990. President Muse believes the earliest probable time would be January 1, 1989 through December 31, 1989, the issue being the lead time departments would need to fill vacancies created by individuals electing an ERIP. If approved this April, a participation decision would likely be needed by July 1, 1988. The President requested Council's guidance on the window of time of availability should it be approved.

Continuing, President Muse commented on the consideration of a drug education and testing policy and program as the feeling last year was that some substance abuse was occurring among athletes and it was felt that a policy specifying an educational program and permitted testing was needed. An appointed investigative task force developed a policy which underwent a great deal of review by the legal staff. It was then submitted by President Muse to the Athletics Committee. The Committee has reviewed the policy and intends to recommend that it be approved. Presently there is no basis for requesting a student athlete to undergo testing even when there is reasonable suspicion that abuse is occurring. The athletics staff needs a policy in place and President Muse feels it is a valid concern. President Muse, with the

Committee's endorsement, would like it implemented on a temporary basis pending Council's action, and the eventual action of the Board of Trustees. If Council has no objections, he will follow that course of action.

President Muse then talked about providing recognition and rewards for faculty's continued accomplishments and, particularly, recognition for faculty having already attained the rank of full professor who continue to be productive, advancing in professional stature, and growing personally. He then shared with Council a proposal on this subject that he drafted a few years ago. The President explained that an individual appointed to the rank of assistant professor at an early age has only two opportunities to be promoted, to the rank of associate professor and then to full professor. By contrast, the federal government has about eighteen different grade levels in their professional civil service system. The military services and industry both provide multiple opportunities by which an individual can be advanced in both title and responsibility. President Muse believes promotion reinforces positive behavior and motivates individuals to high levels of accomplishment and there should be more than two opportunities within an individual's thirty or forty year career for recognition and reward for their achievements. Few steps have been taken to correct our system in any substantial way; one exception being the promotion of faculty to the ranks of distinguished professor, a rank that is largely one-dimensional and reserved for individuals who have attained a distinguished record of research and publication.

He proposed that consideration be given to adding two additional tiers to our rank system; "Distinguished Professor", an award to individuals attaining the rank of full professor and distinguishing themselves in one of three areas of performance - teaching, research, or service. Different criteria could be established for each area of performance and the selection could be based upon a review of the individual's career accomplishments to be considered by a university-wide committee. Service at the rank of full professor for a minimum period of time, i.e. five years, might be required.

"University Professor" would be a second rank above "Distinguished Professor"; the title being conferred to individuals holding the rank of "Distinguished Professor" also for a minimum period of time and who have attained distinction in two or more areas of performance, i.e. an individual would have had to accumulate a distinguished level of performance in both teaching and research, teaching and service, or in research and service. Probably few faculty could expect to attain the rank of University Professor but the goal might motivate one to continue performing at a high level throughout his or her career.

President Muse welcomes University Council's consideration of this idea and he encouraged Council, if it finds the idea has merit, to develop fully the criteria and procedures for implementation here at The University of Akron. The President believes the standards for advancement to these ranks should be high, the criteria clear, and the selection process fair, utilizing a university-wide committee or an external panel to review the nominated persons.

would be a helpful supplement to the Manual and one which could be more easily used for quick reference.

2. The Service Manual defines procedures for reporting physical problems in University buildings. However, it does not define appropriate procedures to be used when a problem has been reported and the problem has not been remedied within a reasonable amount of time, therefore, it is recommended that a follow-up procedure be defined for this purpose.
3. The Service Manual defines the new graduated monetary fine procedure which will be used when keys are lost and reported to the Physical Facilities Lock Shop. The Committee felt that the fines to be levied for the loss of keys were excessive and that the designation of these excessive fines was an over-reaction to the problem and highly recommend that the authors of this phase of the Service Manual reevaluate this procedure and develop an alternate system which speaks to solving the problem and enhancing security rather than the proposed system of disciplinary fines.

At the Committee's next meeting, it will begin to review the availability of general classroom space and the need for expansion of these types of facilities.

Faculty Rights and Responsibilities Committee - Professor Dale Jackson reported that his Committee has met weekly to consider normal items of business, one being suggestions from Dean Atwood for revising the appeals sequence discussed at the last meeting of Council. This topic is still listed on today's agenda under "Old Business" and specific amendments to section (C) 10 c. have been circulated.

Faculty Well-Being Committee - Professor June Burton reported that the Faculty Well-Being Committee met on April Fool's Day and considered a request from members of the instructional group of general faculty and contract professionals, who number about 156 people, to be represented on University Council. The Committee voted to recommend amending the Bylaws of University Council for this purpose. The Committee has two items to be voted upon today, otherwise, it is caught up.

Library and Learning Resources Committee - Professor Michael Savage reported that his Committee met on March 14, 1988 where Dr. Hodowanec reviewed the Library Budget presentation.

The Committee discussed the perceived need for additional security in the Library and several suggestions were made, however, no resolution of the issue was reached.

Discussion shifted to revisions for the Library Handbook which are being drafted by the User Concerns Subcommittee.

The Committee then approved and unanimously endorsed a personal memorandum sent by the Chairman to the Provost requesting additional space for the Science and Technology Branch Library.

A question regarding delays in cataloging new materials and getting them on the shelf in the ordering process was raised as an item of new business and Dr. Hodowanec explained the present process to the Committee.

The question of cataloging was pursued further with Dr. Hodowanec and in response to the concern raised at the last Council meeting, he is instigating an internal audit of the purchasing, cataloging and shelving process for new books. Based on the audit data, changes may be forthcoming in the future.

Reference Committee - Dr. Susan Hardin's Committee had no report this month.

Research (Faculty Projects) Committee - Professor Carl McMillin reported that his Committee met on Saturday, March 12 and reviewed thirty-seven grant proposals. After detailed discussion and ranking, the seventeen highest quality faculty projects were selected for funding, a list of which is being submitted for publication in the minutes along with a summary of the number of proposals submitted and the percentage of the projects that have been funded, by department and college, since Fall 1983.

The Committee will meet again on April 29 to review the selection criteria for projects and to discuss modifications to the feedback mechanisms to the faculty.

The Committee discussed procedures that are followed when a Committee member is unable to attend the proposal review meetings. Presently, scoring of the proposals is allowed in absentia as long as the scores are accompanied by written rationale. However, when the only representative of a field of study cannot be present to help explain the proposals from that area, difficulty arises and it was decided to refer this question to the Executive Committee along with possible alternatives of: (1) A list of alternate representatives to be designated by the University Council; (2) The appointed Committee member to select an alternate for a particular meeting he or she cannot attend; (3) Keep the present system of written rationale only.

Student Affairs Committee - Associate Provost and Dean Robert Dubick had no report for this month.

Akron Representative on the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents - Professor Walter Arms had no report for this month.

Item 7 - Old Business - Provost Marini reminded Council that at the March 3, 1988 meeting of Council, Section 3359-20-037 of the Faculty Manual from Faculty Rights and Responsibilities Committee was being discussed but, due to the length of the meeting, the remainder of the document was tabled until the April 7, 1988 meeting. A motion by Dr. Jackson to remove this from the table, was seconded, voted on and passed.

Dr. Jackson explained his Committee retitled number (C) (10) (c), a copy of which was distributed to Council at this meeting, and he motioned as follows:

"I propose to substitute the new item (C) (10) (C) as circulated here today for item (C) (10) (c) on page 3 of the document discussed at the March 3, 1988 meeting as the substitution describes in more detail the sequence of appeals and, in general, provides additional input."

Dr. John Bee seconded the motion.

Dr. Michael Farona believes items 6. and 7. of the substitute are not appropriate as the President should not be involved and he feels the document should end at no. 5. He then made the following amendment to the motion:

"I move to amend the substitute (C) (10) (c) by eliminating items 6. and 7."

The motion was seconded by Dr. John Bee.

During discussion, Dr. Jackson explained that 6. is not a second appeal to the Faculty Rights and Responsibilities Committee.

Dean Griffin feels there is a need, for consistency, of a university-wide appeals committee to deal with substantive issues and that one step further, after 6. and 7., is needed to complete the process.

Dr. Jackson answered that if 6. and 7. were removed there would no appeal to a decision by the Provost. He said that it has been a tradition to appeal to the Faculty Rights and Responsibilities Committee and traditional too, after exhausting the various steps, that a faculty member can appeal to the University President.

The Provost indicated that if Council would permit him to speak from the chair he would do so briefly to the question being discussed; he asked Chair Pro Tempore McGucken to be ready to take over the Chair in the event that any member of Council would prefer that Marini vacate the chair in making his remarks.

Provost Marini then asked if the word "initiated" means that a recommendation would have to disagree with all prior recommendations in order for it to be considered a recommendation "initiated" by the recommendor making it and that a recommendation of any recommendor which agreed with any of several prior recommendations would, by definition, not be a recommendation "initiated" that by that recommendor. Dr. Jackson replied that this was the Committee's intent and understanding. Marini continued that, with the understanding of "initiate" as just discussed; he feels strongly that there should be an opportunity to appeal the Provost's decision, because if the Provost makes a recommendation that hasn't previously appeared in sequence and decides something that no one else has recommended, it would be beyond conscience to have no appeal from that.

There was no additional discussion and a vote on an amendment to strike paragraphs 6. and 7. of substitute section (C) (10) (c) did not carry.

The motion was seconded.

Provost Marini asked Dr. Bee to restate his motion as there was some confusion as to whether the entire document, or a part thereof, was being tabled. The motion was restated:

"I move that we lay the entire document on the table until the next meeting of University Council."

The motion was seconded, voted upon, and carried.

Item No. 8 - New Business - Dr. June Burton made the following motion::

"I move approval of the resolution for the STRS credit for Part-Time Faculty."

The motion was seconded by Dr. Bee.

Linda Weiner, the part-time faculty representative, explained to Council that it has been one year since she sent the administration a letter asking that it reconsider its policy of giving part-time faculty only partial retirement credit for the hours taught. The University replied that it would continue with its present policy.

She feels this is unfair and proceeded to remark as follows:

1. The issue - The University's primary reason for not giving part-time faculty full credit for the hours taught is based on the faculty service report.

According to full-time faculty's responses on that report, 60% of their clock hours per week is spent on teaching responsibilities, the remaining 40% is spent on research and committee work. Since research and committee work are duties that part-time faculty are not hired to do, the University has devised a system that gives part-time credit for only 60% of the hours taught. Although many part-time faculty engage in research and committee work, that is not the issue here. The issue is since part-time faculty are hired to teach, that is where they put their working hours; their hours go into preparation for their classes, keeping up with current research and methodology in their fields, revising courses, and meeting with students and grading papers.

Mrs. Weiner feels it's unfair for part-time faculty to be required to contribute to STRS at the full rate of 8-3/4% of salary, while retirement credit is given at the rate of 60% of hours taught.

Finally, it will cost the University nothing more, nor will it reduce full-time faculty benefits. The University is now contributing 14% of total payroll to STRS and this figure will remain unchanged.

During discussion of the proposal, Dr. Jackson commented that it's well-known that remuneration and benefits to part-time faculty are very low and he urged Council to adopt an equitable policy in this matter.

Assistant Provost Helmick felt the resolution was based on a faulty premise that one credit hour of part-time teaching is equivalent to 1/24th of a full-time load. She said the assumption is that the total obligation of a full-time faculty member is 24 credit hours per year. The 24 hours measures only about 60% of a full-time faculty member's workload and other activities--scholarship, community service, research, university service, etc., are not counted as part of that 24 hours.

Professor James Inman asked if the part-time faculty's contribution is reduced to the 60% contribution rate.

Dr. Helmick answered that part-timers are contributing on the amount that they teach. Inman asked if that is the same rate as full-time and Dr. Helmick answered that it is 8-3/4% of earnings; the earnings are reduced proportionately and thus the dollar contribution is also.

Dr. Walter Arms agreed that this is a complicated issue which is probably not understood by all Council members. He explained that part-time faculty are asking only to receive credit for the number of hours they teach. He has found that in the State of Ohio this is an arbitrary issue by university and he is asking Council to vote in favor of the resolution because: (1) there is no cost to the University; (2) it causes no hardship to anyone on this campus; and (3) it's fair.

Linda Weiner said she didn't understand Dr. Helmick's response to Professor Inman's question as part-time faculty contribute 8-3/4% of their salaries to STRS and the ratio is the same as full-time faculty.

At this point, Provost Marini turned the chair over to Dr. McGucken. Marini commented that he believes the real issue here is the method of calculating part-time load. He indicated that the question seemed to him not to be whether part-time faculty members were given credit for only 60% of the units they teach -- they are presently given credit for 100% of the units they teach. Nor does the question seem to him to be whether they are being given credit for only 60% of the dollars they earn or invest in the retirement system -- they are being given credit for 100% of the dollars they earn or invest in the retirement system. The question, it seems to him, is really what fraction three units of teaching for part-time is of the full-time load. If a full-time load is twelve teaching hours and there are no other expectations of the person, then every credit unit that a part-timer teaches should be 1/24th. If, however, a twelve-semester teaching load is all a full-timer does, then one unit of part-time teaching is a smaller number than 1/24th. Marini asked Council to consider amending the language of this resolution as it asks that Council recommends "to the Board" and Marini thinks courtesy and due deference to normal procedure in the University would suggest that Council recommend that the President recommend to the Board.

Returning to the Chair, Marini asked for additional discussion and there was none.

Dr. Jackson then offered the following amendment:

"I move that the language of the resolution be changed to suggest that Council recommends to the President that he recommend to the Board of Trustees"....

The amendment was seconded by Professor Jamison. A vote was taken, which carried.

Dr. McGucken believes the resolution should be passed since there is no cost to the University and it will help part-time faculty.

Professor Inman thought too, this was a chance for the University to reward the part-timers.

There was no additional discussion on the issue and a vote was taken on the resolution, which passed.

Professor Jamison made the following motion:

"I move that we adjourn to a time certain, that time being April 21st, two weeks from today, to continue the agenda of this meeting."

The motion was seconded, voted upon, and passed, and the meeting adjourned at 5:20 p.m.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

Corrections to Curriculum Changes

1. - On page 22, AS-88-28 - Mathematical Sciences - 28 Prerequisites" will Changes were inadvertently omitted as follows:

Prerequisites

3450:113	<u>Combinatorics and Probability.</u> TO: 095 or Placement Test
3450:114	<u>Matrices.</u> TO: 095 or Placement Test
3450:121	<u>Analytic Geometry.</u> TO: 095 or Placement Test
3450:124	<u>Calculus with Trigonometry.</u> TO: 123, 127
3450:131	<u>Number Systems.</u> TO: 095 or Placement Test
3450:132	<u>Elementary Geometry.</u> TO: 095 or Placement Test
3450:138	<u>Mathematics of Finance.</u> TO: 095 or Placement Test
3450:425/525	<u>Complex Variables.</u> TO: 223
3450:431/531	<u>Special Functions and Operational Calculus.</u> TO: 235 or 335
3450:432/532	<u>Partial Differential Equations.</u> TO: 235 or 335
3450:435/535	<u>Systems of Ordinary Differential Equations.</u> TO: (235 or 335) and either 312 or 428 or 428 or permission.
3450:438:538	<u>Advanced Engineering Mathematics I.</u> TO: 235 or 335
3450:439/539	<u>Advanced Engineering Mathematics II.</u> TO: 438/538 or both (235 or 335) and 312.
3450:631	<u>Calculus of Variations.</u> TO: 235 or 335.
3450:636	<u>Combinations and Graph Theory.</u> TO: 235 or 335.
3460:126	<u>Introduction to Basic Programming.</u> TO: 095 or Placement.
3460:201	<u>Introduction to Fortran Programming.</u> TO: 3450:114 or 147 or equivalent.
3460:202	<u>Introduction to Cobol Programming.</u> TO: 3450:114 or equivalent.
3460:203	<u>Introduction to APL Programming.</u> TO: 3450:114 or equivalent.
3460:204	<u>Introduction to PL/1 Programming.</u> TO: programming experience and 3450:114 or 147 or equivalent.
3460:205	<u>Introduction to Pascal Programming.</u> TO: programming experience and 3450:114 or 147 or equivalent.
3460:206	<u>Introduction to C Programming.</u> TO: programming experience and 3450:114 or 147.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGE

AS-88-28 Mathematical Sciences Continued

3460:207	<u>Introduction to SAS Programming.</u> TO: programming experience and 3450:114 or 147 or equivalent.
3470:253	<u>Hypothesis Testing (Parametric).</u> TO: 261
3470:258	<u>Statistical Computations on the Microcomputer.</u> TO: 253 or 262, 255, 256, and 3460:126.
3470:259	<u>Exploratory Data Analysis.</u> TO: 261, 253, 255.
3470:261	<u>Introductory Statistics I.</u> TO: Mathematics Placement Test.
3470:465/565	<u>Design of Sample Surveys.</u> TO: 253 or equivalent.

2. - On page 31, EN-88-04 - Engineering 4600:440/540, delete the word "Drop" and replace with "Remove as a Degree Requirement".

3. - Also on page 31, the course description for 4600:340 - System Dynamics and Response was inadvertently omitted as follows:
"Prerequisite: 3450:225. A unified approach to modeling, analysis, response, and stability of engineering systems: analog, digital, and hybrid computer simulation of interdisciplinary engineering problems are included."

4. - On page 35, FAA-88-11 - Art - 7100:144, "Theory" will be deleted after Two Dimensional Design.

5. - On page 41 - FAA-88-40 - Communicative Disorders 7700:250 -Observation and Clinical Methods - on second line - delete "321. TO" following "Corequisites:

6. - On page 41 - FAA-88-41 - Communicative Disorders 7700:351 -Clinical Practicum: Language - Add after "1 credit" "(Must be repeated for a total of two credits)".

7. - On page 42 - FAA-88-43 - Communicative Disorders -Assessment of Communicative Disorders - on second line -delete "Senior status. TO" after "Prerequisite:"

8.- LS-88-03 - Part of this proposal was inadvertently omitted as follows:

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

LS-88-03 SCHOOL OF LAW
Effective Fall Semester 1988

CHANGE

Title

9200:639 Federal Estate and Gift Taxation. TO
Estate and Gift Taxation.

Number, Title, Description

9200:641 Federal Income Taxation I. 3 credits. TO
 9200:640 Individual Taxation. 3 credits. Survey of
 federal income tax laws applicable to
 individuals.

Number, Title, Prerequisite, Description

9200:642 Federal Income Taxation II. 3 credits. TO
 9200:641 Corporate Taxation I. 3 credits.
 Prerequisite: 640. Survey of federal income
 tax law applicable to corporations. May be
 taken independently of 9200:642 Corporate
 Taxation II.

Number, Title, Prerequisite

9200:640 Seminar in Advanced Corporate Taxation. 3
 credits. TO
 9200:642 Corporate Taxation II. 3 credits.
 Prerequisite: 641 or concurrent enrollment
 with permission of instructor.

Title, Prerequisite, Description

9200:680 Deferred Compensation. 3 credits. TO
Qualified Pension and Profit Sharing Plans. 3
 credits. Prerequisite: 640. Nature, purpose and
 operation of pension and profit sharing plans

Add

9200:674 Current Problems in Taxation. 3 credits.
 Prerequisites: 640 and 641 or with permission
 of instructor. An in-depth analysis of the
 practical application of tax laws to a variety
 of everyday experiences encountered in tax
 practice.

9200:636 English Legal Systems. 3 credits. Traces the
 development of Common Law and Equity in the
 early English courts through to the current
 sources of English Law. Examines the major
 legal institutions of English Law today and
 the roles and functions of the personnel of
 the English legal system.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

LS-88-03 School of Law Continued

- 9200:654 Clinical Studies in Taxation. 3 credits.
Prerequisite: 640. Covers the six areas of federal tax practice: (1) Legislative process; (2) audit procedure; (3) tax litigation pleading and practice; (4) trial tactics in tax litigation; (5) tax collections; and (6) ethical considerations in tax practice. Class instruction is supplemented with work on actual tax audit, collection and litigation cases before the Internal Revenue Service, United States Tax Court, and United States District Court.
- 9200:665 Taxation of Partnership and S Corporations. 3 credits. Prerequisite: 641. Covers Subchapter K and Subchapter S of the Internal Revenue Code and focuses on the tax consequences of business entities organized as either general or limited partnerships and corporations electing to be taxed as partnerships. An original research paper on some facet of the course materials is required.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

FACULTY RESEARCH GRANTS AND SUMMER FELLOWSHIPS, FALL 1983

498 Total Grant Applications Submitted
 46 Percent of Total Applications Funded

College of Arts and Sciences
 297 Submitted

49% Funded

	<u>Submitted</u>	<u>Funded</u>
Biology	38	58%
Chemistry	53	57%
Classics	6	67%
Economics	8	38%
English	24	54%
Geography	8	75%
Geology	28	61%
History	22	64%
Math Sciences	37	22%
Modern Languages	2	0%
Philosophy	1	0%
Physics	25	52%
Political Science	4	50%
Polymer Science	0	
Psychology	11	45%
Sociology	26	31%
Urban Studies	4	50%

School of Law

10 Submitted

50% Funded

College of Nursing

12 Submitted

42% Funded

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

College of Business Administration

15 Submitted

33% Funded

	<u>Submitted</u>	<u>Funded</u>
Accounting	7	14%
Finance	1	100%
Management	2	0%
Marketing	5	60%

Community and Technical College

15 Submitted

27% Funded

	<u>Submitted</u>	<u>Funded</u>
C & T (not specified)	3	0%
Allied Health Technology	0	
Associate Studies	0	
Business Technology	0	
Engrg & Science Technology	8	38%
Public Services Technology & Criminal Justice Technology	4	25%

College of Education

21 Submitted

19% Funded

	<u>Submitted</u>	<u>Funded</u>
Education (not specified)	8	25%
Counseling & Sp. Education	5	0%
Educational Administration	1	100%
Educational Foundation	4	25%
Elementary Education	1	0%
Physical Education	1	0%
Secondary Education	1	0%

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College of Engineering
87 Submitted

47% Funded

	<u>Submitted</u>	<u>Funded</u>
Biomedical Engineering	14	57%
Chemical Engineering	14	64%
Civil Engineering	5	80%
Electrical Engineering	16	44%
Mechanical Engineering	32	28%
Polymer Engineering	4	75%
Engineering, Combined	2	50%

College of Fine and Applied Arts

40 Submitted

43% Funded

	<u>Submitted</u>	<u>Funded</u>
Art	20	45%
Communication	3	0%
Communicative Disorders	3	67%
Dance	2	50%
Home Econ. & Family Ecology	5	40%
Music	4	25%
Theatre Arts	3	67%

University Library and Learning Resources
1 Submitted

0% Funded

University College

2 Submitted

0% Funded

	<u>Submitted</u>	<u>Funded</u>
Woman's Studies	1	0%
Production Design Tech	1	0%

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Awarded 3/12/88

<u>RG#</u>	<u>NAME AND DEPARTMENT</u>	<u>TITLE OF PROJECT</u>	<u>AMOUNT</u>
1021	Dr. David Bowman, Physics	"A Promising Method for the Numerical Simulation of a System of Particles Interacting via Long-Range Potentials."	\$1,800
1022	Dr. Joseph Ceccio, English	"An Investigation of the Nature of Burnout Among Professional Writing Faculty."	2,500
1023	Dr. Fred K. Choy, Mechanical Engineering	"Investigation of Optimal Performance in Rotating Machinery."	2,550
1024	Dr. James Egan, English	"The Evolution of Fictive Techniques in Seventeenth-Century English Prose Writing."	1,350
1025	Dr. Annabelle Foos, Geology	"A Petrographic and Scanning Electron Microscope Analysis of Quartz in Bahamian Soils."	420
1026	Dr. LaVerne Friberg, Geology	"Element partitioning between tourmaline and other silicate minerals in metamorphic rocks of the Black Hills: A potential geothermometer."	1,823
1027	Dr. James Grover, Electrical Engineering	"Distributed Input/Output Processor."	260
1028	Dr. Roberta Hurley, Home Economics and Family Ecology	"Identification of Nutrition-Related Changes Tumor Necrosis Factor in Cancer Patients Receiving TNF."	2,790
1029	Dr. Robert Liang, Civil Engineering	"Development of an In-Situ Soil Characterization Technique for Pile Wave Equation Analysis."	2,800
1030	Dr. L. W. Macior, Biology	"Analysis of genetic inter-relationships of <u>Pedicularis</u> species by DNA restriction mapping and sequencing."	3,000

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Research (Faculty Projects) Committee
Awarded 3/12/88
Page Two

<u>RG#</u>	<u>NAME AND DEPARTMENT</u>	<u>TITLE OF PROJECT</u>	<u>AMOUNT</u>
1031	Dr. Harry Murutes, Art	"New Relationships between the Theology of Images and Figure Style in Byzantine Art after the Iconoclastic Period."	2,250
1032	Dr. Narender Reddy, Biomedical Engineering	"Mechanics of Cerebral Circulation."	2,950
1033	Dr. Douglas Shaw, Urban Studies	"The Great Northern Railroad and the Promotion of Tourism, 1900-1940."	798
1034	Dr. Tirumalai Srivatsan Mechanical Engineering	"Micromechanisms Governing the Long-Term Durability of an Advanced Aluminum Alloy in Aggressive Aqueous Environments."	1,500
1035	Dr. John Szabo, Geology	"Hydraulic Conductivity of Fractured Till on Northeastern Ohio."	2,716
1036	Dr. Ronald Viola, Chemistry	"Amino Acid Metabolism: Purification and Characteriza- tion of the Enzymes Involved in the Aspartate Pathway."	2,900
1037	Mrs. Donna Webb, Art	"Artistic Collaboration (ceramics and painting."	728
			<u>\$33,135</u>

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

The following curriculum changes, in accordance with the Curricula Change process adopted by University Council on December 12, 1974, have had final approval by the Senior Vice President and Provost, or through specific vote by University Council, all effective September 1988 (unless otherwise noted).

ARTS AND SCIENCESAS-88-08 Urban Studies

Add

3980:673

Computer Applications for Urban Research. 3 credits.
Prerequisite: 600 and 601. Introduction to the application of software programs such as SPSS-PC, SPSS-X and SAS to research problems in urban studies, public administration, and urban planning.

AS-88-09 Urban Studies

Add

3980:617

Leadership and Decision-Making in Local Government. 3 credits. Introduction to, and consideration of, two responsibilities of local governmental administrators: the managing and directing of staff, and decision-making in a government environment.

AS-88-10 Urban Studies

Add

3980:616

Personnel Management in the Public Sector. 3 credits.
Fundamental issues and principles of public sector personnel administration, including recruitment, selection, training, motivation, supervision, evaluation, labor relations and affirmative action.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

AS-88-12 English

Number, Description, Title

3300:370

Intermediate Linguistics. 3 credits. TO

3300:472/572

Syntax. 3 credits. Prerequisite: 371 or permission.

Principles of syntactic description. Sentence structures are investigated from a variety of languages, with emphasis on English .

AS-88-18 Modern Languages

Add

3500:311

Contemporary French Civilization. 3 credits. Prerequisite: 202 or equivalent. A study of contemporary French society, customs, political and social issues. Conducted in French.

3500:460/560

Selected Themes in French Literature. 3 credits. (may be repeated). Conducted in French. Prerequisite: 302 and 306 or equivalents. Reading and discussion of literary works selected according to an important theme.

Number, Credits

3520:601

Advanced French Grammar. 4 credits. TO

3520:402/502

Advanced French Grammar. 3 credits.

Credits

3520:450

Explication de Textes. 2 credits. TO 3 credits.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

AS-88-23 Geology

Drop

3370:623 Sedimentary Petrology. 3 credits.

Add

3370:623 Carbonate Petrology. 3 credits. Prerequisites: 324 and 432/532 or permission of instructor. Detailed examination of selected carbonate suites with emphasis on depositional facies and diagenetic alteration. Laboratory.

3370:624 Siliciclastic Sedimentology. 3 credits. Prerequisites: 324 and 433/533 or permission of instructor. Basic processes that transport and deposit sediment and the stratification associated with these processes. Furthermore, the study of depositional systems and associated facies architecture. Laboratory.

AS-88-25 Mathematical Sciences

Prerequisite

3450:436/536 Mathematical Models. 3450:235 TO 3450:235 or 335, and a six-hour sequence in an approved applied area or permission.

Revise degree requirements as summarized below:

Mathematics Major

3450:21,22,23	Calculus	12
3450:307	Fundamentals of Advanced Mathematics	3
3450:411,12	Abstract Algebra	6
3450:312	Linear Algebra	3
3450:421,22	Advanced Calculus	6
3450:445	Topology	7
	Math Electives	7

Complete 9 credits of course work outside the major and beyond the General Studies in a suitable area of concentration as approved by the Department.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

AS-88-25 Mathematical Sciences Continued

Applied Mathematics Major

3450:21,22,23	Calculus	12
3450:235 or 3450:335	Differential Equations Introduction to Ordinary Differential Equations	3 3
3450:312	Linear Algebra	3
3450:307	Fundamentals of Advanced Mathematics	3
3450:421,22	Advanced Calculus	6
3450:427	Introduction to Numerical Analysis	3
3450:436	Mathematical Models	3
3450:461	Applied Statistics	4
	Math Electives	3

Complete a 6 credit sequence at the 300/400 level in some approved area, such as Chemistry, Physics, Engineering, Economics, etc.

Complete 9 credits of course work outside the major and beyond the General Studies in a suitable area of concentration as approved by the Department. These hours may include the 6-hour sequence in the applied area described above.

AS-88-27 Mathematical Sciences

Revised Minor in Statistics

3450:221	Analytic Geometry-Calculus I	4
3460:222	Analytic Geometry-Calculus II	4
3450:312	Linear Algebra	3
3450:461	Applied Statistics	4
3450:463	Experimental Design	4
	Approved 400 level Statistics electives	6

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

AS-88-30 Urban Studies

Add
3980:615 Public Administration Theory. 3 credits. Prerequisites: 602, 611 and 610 or their equivalent. Examines the development of Public Administration theory, and the current status of theoretical developments in the field of public administration.

BUSINESS ADMINISTRATION

BA-88-02 Accounting

Add
6200:656 Non-Qualified Executive Compensation. 2 credits. Prerequisites: 631. Various non-qualified executive compensation items are analyzed. The tax effects to both the recipients and payor entities are determined and discussed.

BA-88-05 Accounting

Add
6200:690 Seminar in Taxation. 3 credits. Prerequisites: 430 or permission of instructor. Program of studies in the tax area of student's choice, in which a finished report is required. (May be repeated for a total of six credits.)

BA-88-06 Accounting

Add
6200:693 Selected Topics in Taxation. 3 credits. Prerequisites: 430 or permission of instructor. Provides study in contemporary issues in taxation that are not covered in current courses. (May be repeated for a total of six credits.)

BA-88-07 Marketing

Add
6800:697 Independent Study in International Business. 1-3 credits. (may be repeated for a total of three credits). Prerequisites: Graduate standing and permission of instructor. Focus on special topics of study and research in international business on an independent basis.

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CURRICULUM CHANGES

COMMUNITY AND TECHNICAL COLLEGECT-88-06 Engineering & Science Technology

Degree Designation:

Change the degree designation from Bachelor of Mechanical Technology to Bachelor of Science in Mechanical Technology.

Credits

2920:347 Production Machinery & Processes.
2 credits. TO 3 credits.

Credits, Description

2920:346 Mechanical Design II. 3 credits. TO 4 credits.
Prerequisite: 2920:245. Continuation of design of mechanical components: gears, bearings, brakes, and clutches. Special topics presented will be coordinated with assigned design projects.

Drop as a requirement for the completion of the Bachelor degree program:

2920:495 Inspection Tours.
2920:335 Welding, Theory and Practice.
2860:231 Control Principles.
3460:201 Introduction to Fortran.

Add as a requirement for the completion of the Bachelor degree program:

2920:405 Industrial Machine Control. 3 credits. Prerequisite: 2860:270. Principles and design of industrial machine control systems. Application oriented study of typical control devices. Utilization of programmable controllers as the system logic controllers.

2820:210 Fortran for Technologists. 2 credits. Prerequisites: 2020:131, 2940:151. Introduction to structured Fortran 77 programming and the Hewlett-Packard computer system. Emphasis will be on programming to solve technical problems.

Increase technical electives from 3 credits to 5 credits.

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CURRICULUM CHANGES

CT-88-19 Engineering & Science Technology

Change degree requirements as follows:

Drop

2920:122 Technical Drawing II. 2 credits.

Add

2940:122 Technical Graphics. 3 credits. Prerequisites: 2940:210, 2940:121. Computer applications as related to sectional views, pictorials, orthographic views, dimensioning, auxiliary views, graphs, descriptive geometry, and working drawings.2870:311 Computer Aided Drafting II. 2 credits. Prerequisite: 2940:210. A continuation of 2940:210. This course deals with computer-aided drafting applications. Electrical/electronic, mechanical, construction, and architectural examples are studied.

Course Format

2940:160 Manufacturing and Construction Processes. 1 hour lecture and 3 hour lab. TO 2 hours lecture.

Title

2940:240 Electrical, Electronic, and Instrumentation Drafting. TO Electrical and Electronic Drafting.

Prerequisites

2940:210 Computer Drafting. TO Corequisite: 121
2940:240 Electrical & Electronic Drafting. TO Corequisite: 122
2940:230 Mechanical Systems Drafting. TO Prerequisite: 122
2940:200 Advanced Drafting. TO Prerequisite: 122CT-88-20 Business Technology

The Following Proposal was accepted with the exception of the program title.

Change Program Title

Data Processing Program. TO Computer Programming Technology.

Course Title

2440:241 Data Processing Systems. TO Systems Analysis and Design.
2440:251 Data Processing Projects. TO Computer Applications Projects.

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CURRICULUM CHANGES

CT-88-21 Business Technology

Title

2540:140	<u>Typewriting for Non Secretarial Majors.</u> TO <u>Keyboarding for Non Majors.</u>
2540:150	<u>Beginning Typewriting.</u> TO <u>Beginning Keyboarding.</u>
2540:151	<u>Intermediate Typewriting.</u> TO <u>Intermediate Keyboarding.</u>
2540:253	<u>Advanced Typewriting.</u> TO <u>Advanced Keyboarding.</u>
2540:254	<u>Legal Typewriting.</u> TO <u>Legal Keyboarding.</u>
2540:121	<u>Office Problems.</u> TO <u>Introduction to Office Procedures.</u>

CT-88-22 Business Technology Division

Office Administration

Legal Secretarial Option

Change degree requirements as follows:

Add	2540:278	<u>Internship for Legal Secretarial Majors.</u> 2 credits. Prerequisite: Permission of Instructor. Work experience in a law office environment integrated with academic instruction to combine theory with on-the-job performance.
Drop	2540:281	<u>Machine Transcription.</u> 2 credits.

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CURRICULUM CHANGES

CT-88-23 Business Technology

Add New Program:

Office Administration

Legal Secretarial Option--Non-Shorthand Associate Degree

BASIC

2540:125	Electronic Business Calculations	2
2540:150	Beginning Keyboarding	3
2420:104	Introduction to Business	3
2420:170	Business Mathematics	3
2420:211	Basic Accounting I	3
2540:263	Business Communications	3

GENERAL

2540:119	Business English	3
1100:	Physical Education	1
2020:121	English	4
2020:240	Human Relations	3
2020:247	Survey of Basic Economics	3
	Elective	2

TECHNICAL

2540:130	Introduction to Information Management	3
2540:151	Intermediate Keyboarding	3
2540:254	Legal Keyboarding	2
2220:104	Evidence and Criminal Legal Process	3
2540:286	Keyboarding on Word Processing Equipment	3
2420:280	Essentials of Law	3
2540:278	Internship	2
2540:281	Machine Transcription	2
2540:279	Legal Office Procedures	4
2540:288	Word Processing on Computers	2
2430:185	Real Estate Law	2
	Elective	2

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CURRICULUM CHANGES

CT-88-24 Business Technology

Change degree program as follows:

Office Administration

Word Processing Option

Drop

2440:130

Basic Programming for Business. 3 credits.

Add

2540:288

Word Processing on Computers. 2 credits. Prerequisites: 2540:286 or Permission. Use of a word processing software package for advanced text and table editing, basic math functions, disk file management, library function, text merging, and dictionaries.Elective. 1 credit.CT-88-25 Business Technology

Add

2440:151

PC DOS Fundamentals. 1 credit. The course includes instruction in the standard DOS commands as well as the use of batch files, autoexec files, subdirectories, and paths.CT-88-26 Business Technology

Add

2440:267

4GL for Micros: dBaseIII+. 3 credits. Prerequisite: 133. This course provides instruction in the development of microcomputer systems using dBase III Plus, a fourth generation language.CT-88-27 Business Technology

Add

2440:220

Software Applications for Business. 2 credits. Prerequisites: 120 and 125. This course emphasizes application software packages such as Rbase, Advanced Lotus, and Symphony. The packages covered are varied to meet current business needs.

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CURRICULUM CHANGES

CT-88-28 Business Technology

Add

2440:243	<u>Information Center Practicum.</u> 3 credits. Prerequisite: 234 or permission. Students explore the information center concept in a business environment. They acquire "real world" experience using and assisting others to use popular business-oriented software.
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CT-88-29 Business Technology

Drop

2440:264	<u>PL/1 Programming.</u> 2 credits.
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Prerequisite

2440:131	<u>Introduction to Programming.</u> TO Corequisite 120.
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Title

2440:120	<u>Introduction to Information Processing.</u> TO <u>Computer & Software Fundamentals.</u>
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CT-88-30 Business Technology

Revise degree requirements for the Data Administration option of the Business Management Technology program.

Drop

2440:130	BASIC Programming for Business	3
2440:250	Data Processing Applications for Business	5

Add

2440:151	PC DOS Fundamentals	1
2440:125	Current Topics in Data Management-Lotus	2
2440:267	4GL for Micros:dBaseIII+	3
2440:220	Software Applications for Business	2

CT-88-31 Business Technology

Title, Description

2540:125	<u>Business Machines.</u> 2 credits. TO <u>Electronic Business Calculations.</u> 2 credits. Applied business problems in retailing, payroll, interest, taxes, metrics, proration, percentages, inventories, amortization, and basic statistics using 10-key electronic calculators and personal computers.
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CURRICULUM CHANGES

CT-88-32 Business Technology

Revise degree:

Office Administration

Office Services Associate Degree

Add

2540:264	<u>Advanced Business Communications</u> . 3 credits. Prerequisite: Business Communications or equivalent. Provides information about and practice in oral and advanced written communications to strengthen skills necessary in today's business world.
2540:275	<u>Administrative Office Procedures</u> . 3 credits. Prerequisites: 2540:125, 253, 264, Corequisite: 2540:281. An integrated approach in applying the knowledge and skills necessary to perform efficiently and effectively in an office administration career.
2540:288	<u>Word Processing on Computers</u> . 2 credits.

Drop

2420:121	<u>Office Management</u> . 3 credits.
2420:202	<u>Personnel Practices</u> . 3 credits.
	<u>Electives</u> . 2 credits.

CT-88-33 Business Technology

Office Administration

Add Executive Secretarial Option One-Year Shorthand Emphasis Associate Degree.

GENERAL COURSES

2540:119	Business English	3
1100:	Physical Education	1
2020:121	English	4
2020:240	Human Relations	3
2020:247	Survey of Basic Economics	3

BASIC COURSES

2540:130	Beginning Keyboarding	3
2420:170	Business Math	3
2420:211	Basic Accounting I	3
2540:263	Business Communications	3
2540:264	Advanced Business Communications	3

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988**CURRICULUM CHANGES****CT-88-33 Business Technology Continued****TECHNICAL COURSES**

2540:125	Electronic Business Calculations	2
2540:171	Shorthand Principles	4
2540:121	Introduction to Office Procedures	3
2540:151	Intermediate Typewriting	3
2540:173	Shorthand & Transcription	4
2540:263	Advanced Keyboarding	3
2420:121	Office Management or Basic Accounting II	3
2540:130	Introduction to Information Management	3
2540:281	Machine Transcription	2
2540:286	Keyboarding on Word Processing Equipment	3
2540:275	Administrative Office Procedures	3
2540:288	Word Processing on Computers	2

SUGGESTED ELECTIVES:

2540:287	Word Processing Applications	3
2540:131	Computerized Document Control	4
2540:247	Automated Systems	4
2540:274	Advanced Dictation	4
2540:276	Executive Dictation	4

Add International Secretarial One-Year Shorthand Emphasis Associate Degree

GENERAL COURSES

2540:119	Business English	3
3500:	Beginning Foreign Language	8
2020:121	English	4
1100:	Physical Education	1

BASIC COURSES

2540:150	Beginning Keyboarding	3
2540:265	Business Communications	3
3500:	Intermediate Foreign Language	6
2420:170	Business Math	3

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CURRICULUM CHANGES

CT-88-33 Business Technology ContinuedTECHNICAL COURSES

2540:125	Electronic Business Calculations	2
2540:171	Shorthand Principles	4
2540:173	Shorthand and Transcription	4
2540:151	Intermediate Keyboarding	3
2540:121	Introduction to Office Procedures	3
2540:253	Advanced Keyboarding	3
2540:130	Introduction to Information Management	3
2540:286	Keyboarding on Word Processing Equipment	3
2540:264	Advanced Business Communications	3
2540:275	Administrative Office Procedures	3
2540:288	Word processing on Computers	2

SUGGESTED ELECTIVES

2540:287	Word Processing Applications	3
2540:131	Computerized Document Control	4
2540:247	Automated Systems	4
2540:274	Advanced Dictation	4
2540:276	Executive Dictation	4
2540:281	Machine Transcription	2

CT-88-34 Business Technology

The following proposal was accepted with the exception of 2280:134 Culinary Nutrition.

Revise Degree Requirements for the Hospitality Management Culinary Arts Option.

Credits

2280:160 Wine and Beverage Service. 2 credits. TO 3 credits.

Drop

2520:103 Principles of Advertising.
 1100:105 Introduction to Public Speaking.
 1100:106 Effective Oral Communication.

Add

2280:135 Menu Planning and Purchasing.
 2280:236 Food and Beverage Cost Control.
 2280:237 Internship.
 2020:240 Human Relations.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988**CURRICULUM CHANGES****CT-88-35 Business Technology Division**

Revise degree requirements for Hospitality Management, Hotel/Motel Management Option

Add

2280:237	<u>Internship.</u>	1
2020:240	<u>Human Relations.</u>	3

Prerequisite

2280:236	<u>Food and Beverage Cost Control.</u>	TO 135 and 2420:170
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Drop

1100:105	<u>Introduction to Public Speaking.</u>	3
1100:106	<u>Effective Oral Communication.</u>	3

CT-88-36 Business Technology**Add Certificate Program****Computer Software For Business**

The proposed certificate in Computer Software for Business provides the opportunity for those with little or no prior computer experience to 1) become proficient in the use of popular microcomputer software, and 2) understand the fundamental concepts of software development.

2440:120	Computer & Software Fundamentals	2
2440:121	Introduction to Programming Logic	2
2440:151	PC DOS Fundamentals	1
2440:125	Current Topics in Data Management-Lotus	2
2440:133	Structured COBOL Programming	2
2440:245	DBMS for Micros	3

CT-88-37 Business Technology**Add Certificate Program****Programming Skills Enrichment**

The Programming Skills Enrichment Certificate is designed to update the skills and qualifications of the experienced programmer through a selection of courses reflecting recent advances in computer software and development tools.

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CURRICULUM CHANGES

CT-88-37 Business Technology Continued

The student should select 12 hours from the following courses:

2440:125	Current Topics in Data Management-Lotus	2
2440:151	PC DOS Fundamentals	1
2440:235	Current Programming Topics (Unix/C)	2
2440:243	Information Center Practicum	3
2440:252	JCL	1
2440:262	COBOL Efficiencies	2
2440:263	Data Base Concepts	3
2440:267	4GL for Micros: dBaseIII+	3

CT-88-38 Business Technology

Prerequisite

2280:236 Food and Beverage Cost Control. TO 135 and 2420:170.

COLLEGE OF ENGINEERINGEN-88-02 Engineering

Drop the following required courses from the curricula of the indicated departments:

CHEMICAL ENGINEERING

4200:120	Engineering Fundamentals	1
4600:125	Engineering Graphics	2

CIVIL ENGINEERING

3460:201	Introduction to Fortran Programming	2
4300:130	Introduction to Engineering	0
4600:125	Engineering Graphics	2

ELECTRICAL ENGINEERING

4400:101	Introduction to Electrical Engineering	1
4600:125	Engineering Graphics	2
4100:206	FORTAN (Science and Engineering)	2

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988**CURRICULUM CHANGES****EN-88-02 Engineering Continued**

Add the following required course to the curricula of the Chemical Engineering, Civil Engineering, and Electrical Engineering Departments:

4100:101	<u>Tools For Engineering</u> . 3 credits. Corequisite: 3450:221. Introduction to engineering. Free hand, engineering, and CAD drawing. Introduction to computer programming, computer applications including word processing, spreadsheets, data base. Introduction to engineering economics. Required for Chemical, Civil, and Electrical Engineering majors.
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Add the following required course to the Electrical Engineering Curriculum:

4450:208	<u>Programming for Engineers</u> . 3 credits. Prerequisite: 4100:101 or permission. Software design cycle. Introduction to computer organization and assemblers. Compared syntax and use of high level languages for systems software. Required for Electrical Engineering majors.
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EN-88-11 Engineering

Add

4600:646	<u>Expert Systems in Controls and Manufacturing</u> . 3 credits. Prerequisite: 440/540 or equivalent or by permission. Expert system methodologies for process control, computer integrated flexible manufacturing and robotics.
4600:643	<u>Distributed Process Control Design and Applications</u> . 3 credits. Prerequisite: 440 or equivalent. Digital and continuous control algorithms. Process control function implementation. Self-learning, diagnostics, intelligent control systems. Case studies and experiments from various engineering disciplines.

COLLEGE OF FINE AND APPLIED ARTS**FAA-88-13 Communication**

Drop

7600:465	<u>Non-Broadcast Media</u> . 3 credits.
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Add

7600:463/563	<u>Corporate Video Design</u> . 3 credits. Prerequisites: 201, 280. Client contact, analysis of production problems, design and writing of scripts for promotion, training, and news in corporate and health service settings.
7600:464/564	<u>Corporate Video Management</u> . 3 credits. Prerequisite: 463. Budgeting for individual productions and production facilities; scheduling; script breakdown; management of corporate and health service media facilities.

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CURRICULUM CHANGES

FAA-88-13 Communication Continued

Revised Degree Requirements

Bachelor of Arts in Mass Media-Communication Production Track

7600:282	Radio Production OR	
7600:361	Audio Recording Techniques	3
7600:283	Television Production	3
7600:288	Film Production	3
7600:387	Radio and TV Writing OR	
7600:463	Corporate Video Design	3
7600:388	History and Structure of Broadcasting OR	
7600:464	Corporate Video Management	3
	Additional production course	3
	Communication electives	12

FAA-88-17 Home Economics & Family Ecology

Number, Prerequisites, Description

7400:481	<u>Community Nutrition I-Clinical.</u> 1 credit. (credit/noncredit). TO
7400:481/581	<u>Community Nutrition I-Clinical.</u> 1 credit. (credit/noncredit). Prerequisite: CUP students only; 380, 428. Corequisite: 480/580. Field placement in area agencies offering nutrition services. Study of the agency's goals, organization, and philosophy of nutritional care.
7400:483	<u>Community Nutrition II-Clinical.</u> 1 credit. (credit/noncredit). TO
7400:483/583	<u>Community Nutrition II-Clinical.</u> 1 credit. (credit/noncredit). Prerequisite: CUP students only; 481/581. Corequisite: 482/582. A second field placement in an area agency offering nutrition services. Study of the agency's goals, organization, and philosophy of nutritional care.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988

CURRICULUM CHANGES

FAA-88-17 Home Economics & Family Ecology Continued

Add

7400:480/580 Community Nutrition I- Lecture. 3 credits. Corequisite: 481 for CUP students only. Major food and nutrition related problems in the community. Emphasis on community assessment, program implementation and evaluation, and rationales for nutrition services.

7400:482/582 Community Nutrition II- Lecture. 3 credits. Prerequisite: 480. Corequisite: 483 for CUP students only. Activities engaged in by community nutritionist. Emphasis on controversies, cultural differences, educational approaches, grantsmanship, marketing, and working with the media.

FAA-88-23 Home Economics & Family Ecology

Number, Title, Description, Prerequisites

7400:433 Interior Design I: Residential. 3 credits. TO

7400:433/533 Residential Design. 3 credits. Prerequisites: 158, 7100:282. A study of interior design as applied to residential aspects with emphasis on conceptual, analytical, and graphic skills.

FAA-88-24 Home Economics & Family Ecology

Number, Title, Description, Prerequisites

7400:434 Interior Design II: Contract. 3 credits. TO

7400:434/534 Commercial Design. 3 credits. Prerequisites: 158, 7100:282. A study of interior design as applied to commercial aspects with emphasis on conceptual, analytical, and graphic skills.

FAA-88-30 Art

Add

7100:248 Introduction to Airbrush Painting. 3 credits. Prerequisites: 131, 144 or FOR GRAPHIC DESIGN MAJORS 286. A beginning studio course in the airbrushing medium concerned with design, observation, and critical analysis of art.

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CURRICULUM CHANGES

FAA-88-32 Communicative Disorders

Add

7700:631 Communication Disorders: Closed Head Injury. 3 credits.
Prerequisites: permission of instructor. A study of behavioral deficits, stages of recovery, assessment techniques, and principles of cognitive rehabilitation related to closed head injury.

FAA-88-35 Music

Number

7500:369 History and Literature of the Guitar and Lute. 2 credits.
7500:469/569 History and Literature of the Guitar and Lute. 2 credits.

FAA-88-37 Music

Add

7500:467/567 Guitar Pedagogy. 2 credits. Prerequisite: permission of instructor. A systematic analysis of prevailing schools of guitar pedagogy. Sound production physiology, method books, and special problems in teaching addressed.

FAA-88-38 Music

Add

7500:468/568 Guitar Arranging. 2 credits. Prerequisite: permission of instructor. After comparative analyses of selected examples, students make original solo guitar arrangements of works written for other solo instruments and ensembles.

FAA-88-39 Music

Add

7510:119/619 University Choral Union. 1 credit. Membership by audition. Ensemble devoted to study and performance of choral masterworks. Registration for credit open to all students who are not vocal music majors.

7510:121/621 University Singers. 1 credit. Membership by audition. Mixed ensemble devoted to performance of a wide variety of choral literature from classical to popular. "Major conducted ensemble" for vocal majors.

7510:122 Freshman Chorale. 1 credit. Open to freshman students by audition. Devoted to performance of choral literature and development of vocal/musical skills. "Major conducted ensemble" for vocal majors.

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CURRICULUM CHANGES

FAA-88-39 Music Continued

Number, Description, Prerequisites

7510:101/601	<u>Concert Choir.</u> 1 credit. TO
7510:120/620	<u>Concert Choir.</u> 1 credit. Membership by audition. Highly select mixed choir. Performs classical literature from all periods. Campus, regional, and tour performances. "Major conducted ensemble" for vocal majors.
7510:105/605:005	<u>Madrigal Singers.</u> 1 credit. TO
7510:123/623	<u>Madrigal Singers.</u> 1 credit. Membership by audition. Ensemble devoted to performance of vocal chamber music of the Renaissance. Presents madrigal feasts and concerts on and off campus. Fall semester.

Title, Number, Prerequisites, Description

7510:108/608:002	<u>Opera Workshop: Chorus.</u> 1 credit. TO
7510:124/624	<u>Opera Chorus.</u> 1 credit. Open to students and members of University community by audition. Rehearsal and production of opera and musical theatre literature with staging, costumes, and scenery.

Title, Description

7510:102/602	<u>University Chorus: Symphony.</u> 1 credit. TO <u>Akron Symphony Chorus.</u> 1 credit. Open to University and community members by audition. Prospective members should contact School of Music two weeks before semester begins. Performs with Akron Symphony Orchestra.
7510:105/605	<u>Choral Ensemble.</u> 1 credit. TO <u>Vocal Chamber Ensemble.</u> 1 credit. Membership open to those enrolled in applied voice study. Coaching and rehearsal of solo and ensemble literature for voices from operatic, oratorio and lieder repertoires.

Drop

7510:112/612	<u>Men's Glee Club.</u> 1 credit.
7510:113/613	<u>Women's Glee Club.</u> 1 credit.

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CURRICULUM CHANGES

UNIVERSITY COLLEGE

UC-88-02 University College

Add Conflict Resolution/Management Certificate

Requirements

The Certificate in Conflict Resolution/Management is on the undergraduate level. It is designed to provide knowledge about theories and skills in resolving conflicts or tensions that can lead to violence.

Students concentrate on a topical focus, either conflict management or resolution, and apply this knowledge to their major or minor area of study.

Admission Procedures

The student must:

1. Be formally admitted as an undergraduate or be a postbaccalaureate student.
2. If undergraduate, receive concurrence from his/her major advisor to pursue this area of study.
3. Make formal application to the program through form available at the Center for Peace Studies.
4. Schedule an interview with program director of Center for Peace Studies.

The Certificate Program in Conflict Resolution/Management consists of a minimum of 21 semester credit hours, 11 of these are to be at the 300 or 400 level.

Required Courses (6 semester credits)

1860:230 Introduction to Conflict Management/Resolution. 3 credits.

This is a survey course taken close to the beginning of certificate requirements.

1860:430 Integrative Approaches to Conflict Management/Resolution. 3 credits. This is a senior course enabling students to compare the optional programs they have selected and critically assess the various approaches and techniques. Workshop-type activities will enable them to apply the tactics and test the processes learned. This course is taken close to the end of certificate requirements.

APPENDIX TO MINUTES OF MEETING OF UNIVERSITY COUNCIL, April 7, 1988**CURRICULUM CHANGES****UC-88-02 University College Continued****Basic Background Courses (6 semester credits)**

Choose two courses from the following list in consultation with your major advisor. This requirement is designed to provide general ideas and tools.

1860:378	Introduction to Human Rights Concepts	3
3600:120	Introduction to Ethics	3
3600:170	Introduction to Logic	3
3700:303	Introduction to Political Thought	3
3700:304	Modern Political Thought	3
3870:150	Cultural Anthropology	4
7600:235	Interpersonal Communication	3
7600:325	Intercultural Communication	3

Topical Courses (9 semester credits)

Choose one of the following options for application of knowledge of conflict resolution/management. In most instances, this will be related to a person's major or minor.

- a. Business/Economics/Labor
- b. Community/Social/Family
- c. Education
- d. History/Government/Politics

Business/Economics/Labor

2270:111	Collective Bargaining I
2270:212	Collective Bargaining II
2270:251	Problems in Labor Studies
2270:271	Public Sector Labor Relations
2880:232	Labor Management Relations
3250:330	Labor Problems
3250:431	Labor & Government
3250:432	Economics and Practice of Collective Bargaining
3750:240	Introduction to Industrial/Organizational Psychology
3850:443	Industrial Sociology
6400:425	Business & Society
6500:301	Management: Principles & Concepts
6500:302	Introduction to Organizational Behavior
6500:341	Personnel Management
6500:342	Personnel Relations
6500:455	Management of Arbitration
6500:458	Managerial Arbitration, Mediation, Conciliation
6500:471	Management Problems
6500:473	Management Problems: Personnel

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CURRICULUM CHANGES

UC-88-02 University College ContinuedCommunity/Social/Family

2220:110	Social Values and Criminal Justice Process
2260:280	Fundamentals of Volunteer Management
3750:340	Social Psychology
3750:435	Cross Cultural Psychology
3850:315	Sociological Social Psychology
3850:320	Social Inequality
3850:335	Social Behavior in Organizations
3850:341	Political Sociology
3850:421	Racial & Ethnic Relations
3870:461	Language and Culture
3870:463	Social Anthropology
7400:201	Relational Patterns in Marriage and Family
7400:362	Home Management Theory
7400:401	Family-Life Patterns in the Economically Deprived Home
7400:404	Adolescence in the Family Context
7400:496	Parenting Skills
7600:225	Listening
7600:227	Nonverbal Communication
7600:252	Persuasion
7750:270	Poverty in the United States
7750:410	Minority Issues in Social Work Practice
7750:430	Human Behavior & Social Environment for Social Workers

Education

3850:442	Sociology of Education
5200:350	Multicultural Education: Concepts, Programs and Practices
5300:485	Classroom Dynamics
5550:194	Sports Officiating
5610:456	Classroom Behavior Management for Exceptional Individuals
5630:483	Preparation for Teaching Culturally Different Youth
5850:204	Human Relations in Education

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CURRICULUM CHANGES

UC-88-02 University College ContinuedHistory/Government/Politics

3250:450	Comparative Economic Systems
3250:460	Economic Development and Planning for Underdeveloped Countries
3400:407	U.S. Diplomacy to 1919
3400:408	U.S. Diplomacy to 1914
3600:324	Social and Political Philosophy
3700:220	American Foreign Policy
3700:310	International Politics and Institutions
3700:326	Politics of Developing Nations
3700:415	Comparative Foreign Policy
3700:461	Supreme Court & Constitutional Law

Add New Course

1860:230	<u>Introduction to Conflict Management/Resolution.</u> 3 credits. Examination of the theoretical foundations of conflict and conflict management/resolution tactics to provide a sound and common Intellectual framework for the systematic analysis and application of conflict methodologies.
1860:430	<u>Integrative Approaches to Conflict Management/Resolution.</u> 3 credits. Prerequisite: 230. Comparison and workshop applications of strategies and concepts of conflict management/resolution.

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