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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
May 3, 1990**

The regular meeting of the University Council was called to order by the Chairman, Senior Vice President and Provost, Dr. Frank Marini, at 3:06 p.m. on Thursday, May 3, 1990 in Leigh Hall 307.

Fifty-six of the 83 members of Council were present. Those absent with notice were Associate Provost Robert Dubick, Dean Isaac Hunt, Dean Wallace Williams, Dr. Mary Ellen Atwood, Dr. Jerry Drummond, Dr. Orville Keister, Dr. Roger Keller, Dr. Keith Klafehn, Mr. Christopher Meyer, Dr. Daniel Sheffer, Mr. Forrest Smith, and Non-Traditional Student Government Representative Betty Rogge. Absent without notice were Dr. David Bernstein, Dr. Dolores Bower, Dr. Roger Creel, Dr. Gary Frank, Dr. Nathan Ida, Dr. Paul Lam, Mr. Art Pollock, Dr. Susan Speers, Dr. Walter Yoder, Non-Traditional Student Government Representative Kevin Grimes, Graduate Student Government Representative Kate LeJeune, and Associated Student Government Representatives James Neilson, Paula Parker, Edward Hopson, and Joseph Pallotta.

Item No. 1 - Remarks of the President. The Chairman introduced President Muse, whose remarks were as follows:

Since this is the last scheduled meeting of the University Council this year and, in case it is your last meeting, let me indicate to each of you our appreciation for your service to the University in this capacity. And I also want to add a special note of thanks to Frank Marini for his service, not only this year but in previous years as the Chairperson of this body.

I wanted to, secondly, make a note that this afternoon from 5:00 to 7:00 we will be holding an Employee Recognition Program honoring 22 faculty, 10 administrators, and 9 staff members who have been selected by their peers for their outstanding achievement this year. We will also be announcing the Outstanding Teacher and the Outstanding Researcher, an annual program that is sponsored by the University's Alumni Council. I would also encourage you to participate in the May Day program tomorrow. The Outstanding Teacher and the Outstanding Researcher will again be recognized tomorrow at that program.

Let me follow up on one item of unfinished business that you forwarded to me earlier this year. There were a series of recommendations that were presented from this body as recommendations concerning the status and the operating procedures relative to department heads, the review process, appointments, retention, and things of that sort. One of the recommendations that you presented to me - the recommendation that, "Each college dean shall conduct substantive reviews of all the department heads in the college within a four-year interval" - was presented to the

Trustees on the 28th of February, and the Trustees did adopt that provision. The other two changes that you recommended I have studied in some detail and do not feel that I can make those recommendations to the Board of Trustees. I have summarized my rationale on these issues to the Provost and have asked him to present those to the Executive Committee of Council for your reconsideration. And I would encourage reconsideration by the Executive Committee of those points. (For the text of President Muse's letter to the Provost on this matter, see Appendix A.)

I'll be happy to try to answer any other questions that you might have before you get to your agenda.

Mrs. Linda Weiner noted that in the April edition of Akron Update it was stated that the President would be making budget recommendations to the Board of Trustees in June that would include a raise of 6.4 percent for faculty and administrative staff, as well as 4.0 percent across-the-board raises for the classified staff along with 1.3 percent step and longevity raises, for a total of 5.3 percent increase. Was she correct in assuming that the 6.4 percent faculty increase included part-time faculty also?

The President replied that he did not know whether this was included in the article or not, but the plan was for a 4.5 percent adjustment for part-time faculty salaries and stipend levels.

Mrs. Weiner did not think that it was fair that the people who were already paid the least, and who made up one-third of the total faculty, were at the bottom of the pay increase. Was there a rationale for this?

The President stated that the University had, as a part of its plan over the last several years, tried to increase the salaries for the full-time faculty at the rate of inflation plus 2.0 percent. This was again the guideline which was used this year, and what was attempted for the part-time faculty was to provide an adjustment equal to what the rate of inflation has been - about 4.5 percent.

Mrs. Weiner wondered whether someone representing the interests of part-time faculty could attend future SPARC committee meetings, where some of these decisions seemed to be made, so that the part-time faculty could have some chance of equitable treatment.

The President answered that if she wanted to provide him with a summary or an argument for that position, he would be happy to present it to SPARC. There had been a considerable amount of discussion in that body already about part-time faculty and about issues relating to them. This was not an issue which was being ignored, but it might be that a particular argument which she would like to present had not been heard, and he would welcome her comments.

There were no further questions for President Muse.

Dr. William Fleming rose and noted that Mr. John Finan, a colleague from the School of Law, had died unexpectedly yesterday at a surprisingly young age. Mr. Finan had come to the University in 1967 and served on this Council from 1974 to 1979. He was a respected colleague and was remembered by many who were still on this Council. Dr. Fleming wanted to ask Council's permission to open this meeting with a moment of silence in memory of John Finan.

The Chairman replied that this was a reasonable request, and Council then observed a moment of silence in honor of Mr. Finan.

Item No. 2 - Consideration of the Minutes of the University Council Meeting of April 5, as printed in The University of Akron Chronicle of April 30, 1990. The Chairman recognized Dr. Gary Oller, Secretary, who apologized to Council for the fact that the minutes were not yet available. The end-of-the-semester crunch had affected his schedule, as well as that of the Provost's office, and this had made it impossible to get the minutes completed. The Chronicle would be out next week, and so the minutes in that edition, plus the minutes for today's meeting, should be available to be dealt with either at a special meeting or in the fall.

Since this was Council's last meeting, Dr. Oller wanted to make mention again of the assistance of Mrs. Linda McPherson and especially Ms. Marybeth Mersky in making the minutes of Council as complete and accurate as possible. There was an ancient Sumerian proverb which went something like: "The scribe whose hand is as quick as the mouth, that is the scribe for you." Both of these ladies had demonstrated that ability in great abundance, but they also had to handle problems which an ancient Sumerian scribe could not have ever in his wildest dreams been able to imagine, such as transcribing material from sometimes inaudible tapes and also dealing with a phrase that, again, would have no meaning to a Sumerian but probably would become one of the more terrifying phrases of the 1990's - "The computer has gone down, the backup did not work, and I have lost everything that I have been working on." They have dealt with these, as well as many other problems, with great good humor and enthusiasm; and for him, they had made a rather difficult task much more pleasant. He wanted to officially thank them both.

Item No. 3 - Remarks of the Presiding Officer. The Chairman had no remarks except, on behalf of the Executive Committee, to say that after the agenda was completed and approved, he had received a communication from them that they had been notified that Dr. Elaine Nichols wished to report on behalf of the General Studies Advisory Council, and that they recommended that this report be included following other committee reports. If there were no objections, this was the procedure which he intended to follow and simply ask for her report at the close of the other reports.

Item No. 4 - Special Announcements. There were none.

Item No. 5 - Election of the Akron Representative on the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents. The Chairman reminded Council that the Faculty Representative to the Chancellor was elected to a two-year term, and only elected faculty members of this body might vote for the representative. The duties of this position included being responsible for attending the Chancellor's monthly meeting in Columbus with representatives from other State universities and reporting back to University Council the actions and discussions of those meetings. In the past the procedure had been that the person who received the highest number of votes would be the elected representative and the second highest would be the alternate. If there were no objections, he would again follow this procedure. Since there were none, the Chairman then called for nominations.

Dr. C. Frank Griffin nominated Dr. June Burton, and the nomination was seconded. Mr. James Inman then nominated Dr. Dennis Sullivan, and this was seconded. Dr. Dale Jackson then moved that the nominations be closed. Since there were no other attempts to present nominations, the Chairman did not take a vote on the motion, and ballots were handed out in order for Council members to vote for either Dr. Burton or Dr. Sullivan.

The vote was then taken and the ballots tabulated. The results were 26 votes for Burton and 14 for Sullivan. Dr. Burton would then be the representative and Dr. Sullivan would be the alternate.

Item No. 6 - Reports of Standing Committees.

A. Executive Committee - Dr. Oller, the Secretary, reported that the Committee met on April 19, and its first item of business was the formation of an ad hoc committee to study and clarify the Bylaws and Regulations of the Board of Trustees in relation to the report on part-time faculty rights and grievances as directed by Council at the April meeting. After discussion, the following five Council members were chosen: William McGucken; Faith Helmick; Keith Klafehn; Dean Carro; and Peggy Richards, who would be the new part-time faculty representative to Council in the fall. This committee had already met and elected Dr. McGucken as its chairman, and he would be reporting to Council later in this meeting.

The Committee then set the agenda for today's meeting of Council. There was also a discussion of Dale Jackson's request, made at the end of the last meeting, that if the business of Council could not be completed today that an extra meeting be held to finish that business. It was decided that the Committee would make no special provision in this regard and would let Council decide what circumstances dictated.

Dr. Don Gerlach moved that should this meeting of Council fail to complete its business as per the agenda, that a special meeting be scheduled for Thursday, May 10 at 3 p.m., to carry on the work to complete the agenda. This was seconded.

After it was noted that this would be in conflict with a meeting of the Graduate Faculty, Dr. Robert Holland, following a precedent set last

year, moved that any unfinished business be carried over to next year's Council. This was seconded.

Treating Dr. Holland's motion as a substitute amendment, the Chairman called for a vote on it, and it was approved.

B. Academic Planning and Priorities Committee - No report.

C. Academic Policies, Curriculum, and Calendar Committee - Associate Provost Joseph Walton, the Chair, reported that the Committee had met on April 17 and 26. The first item in his report was the approval of the following curriculum changes: AS-90-7, 8, 15, 25; CT-90-7; EN-90-9; WC-90-1, 2, 3, 7. These proposals had no outstanding objections and had been approved by Graduate Council where such approval was necessary.

The Chairman called for a vote on the curriculum changes, and they were approved.

The Committee also recommended the approval of AS-90-22. This proposal had been approved by Graduate Council on May 1, 1990, with a contingency that students already enrolled would not be disadvantaged and that proper grandfathering would take place, so that these students would not have to take additional credits and stay longer to finish their program. Dr. Walton moved the recommendation of the proposal with that contingency.

The Chairman called for a vote, and the motion was approved.

Dr. Walton stated that the next item related to the articulation and transfer issue. At the last meeting, Council had requested that APCC speak with Dr. Burton about this matter. Following Council's advice, the Committee had dealt with the issue in the context of the presentation by Dr. Burton. Six recommendations emerged from the discussion (see Appendix B-1) which were listed in the separate APCC report sent to Council members. It was his assumption that Dr. Burton conveyed this advice to Columbus. In addition, APCC recommended that a centralized position be pursued at the Provost and Presidential levels, and a memorandum to that effect had been transmitted to Dr. Marini. It was Dr. Walton's understanding that Dr. Marion Ruebel, Executive Assistant to the President, was now coordinating a University position on behalf of the President.

Next Dr. Walton presented a Graduate School application deadline (see Appendix B-2), with documented support from Dean Patricia Carrell and Dr. Douglas Shaw. Council voted its approval.

The next item in the report was a proposal to raise the admission GPA to 2.3 for the College of Fine and Applied Arts. The language of the motion read as follows:

In order to transfer into the College of Fine and Applied Arts, a student must have an overall grade-point average of at least 2.3,

including grades received in transfer coursework. Exception to the 2.3 would be made only where extenuating circumstances warrant. All criteria for entrance into a specific major (such as auditions or portfolio review) would be retained. The policy would be effective for those students admitted to The University of Akron after August 31, 1990.

Dr. Walton moved the approval of this.

Dean Nicholas Sylvester wondered whether it was possible that all the colleges had an introductory grade point that prohibited some students from graduating from the University College in spite of the fact that they had a 2.0 grade average.

The Chairman replied that it was possible, but it was not currently true. It was still possible in the University to enter many academic programs with a 2.0.

Dr. Jackson asked whether he was correct in assuming that there was a move to appoint a committee to review this entire situation of grade-point average required by colleges for entry over 2.0.

The Chairman noted that Dr. Walton would be speaking to that later in his report.

Dr. Jackson then stated that if that was so and if Council passed that, it might be appropriate not to pass this current recommendation, rather than perhaps having to undo it later based on a possible suggestion from that new committee. Therefore, he opposed the current proposal for the College of Fine and Applied Arts until the situation was reviewed by Council and its committee.

Dr. John Bee said that the College of Fine and Applied Arts found itself in an awkward position in that its proposal was deemed to require discussion and action of Council, whereas a similar policy proposed earlier by the College of Business Administration did not receive any similar review. His college was hoping that it could move ahead with this for what it believed were a variety of very good reasons. It was not an ill-considered proposal and would assist the College of Fine and Applied Arts in a number of ways. He urged Council's support for it.

In answer to a question of Dr. Fleming's as to whether this was tantamount to actually raising the entry requirements to the University, the Chairman responded that there were two issues involved. One was admission to the University, and the other was admission to a degree-granting college. The further problem was that the grade-point average for good standing in the University was lower than that for admission to many of the upper division colleges. So one could be admitted to the University and be in good standing, but be inadmissible to many--not all--upper division colleges. This proposal would include another college in the set of those which had the higher admission standard.

Dr. Robert Kent asked for permission to speak to Council, and this was granted. He stated that he had students from many colleges in his

classes. In his department and college a C was a 2.0, but he had had students tell him that in their college a C was a 2.5, which they had to have to remain in good standing. Now the College of Fine and Applied Arts was asking for a 2.3, and there was going to be a multiplicity of standards. What would he tell his students?

Dr. Kent's question led to a discussion about whether the 2.3 was an admission standard or a retention standard. A C was still a 2.0, but some colleges were requiring a C+ to get into upper division.

After some further discussion, the motion was restated, voted on, and approved by Council.

The next item concerned alternate admission rules for the CBA Undergraduate Program. Following a discussion with Dean Petersen, the APCC endorsed this proposal, which had received the approval of the Provost in February. Dr. Walton now presented it to Council for its approval (see Appendix B-3).

Since there was no discussion, the Chairman called for a vote, and the proposal was approved.

Dr. Walton then presented a recommendation regarding an admissions application deadline which read: APCC recommends that the application deadlines be changed to allow the Community and Technical College to use dates comparable to those in place for the Fall of 1988 and the Spring of 1989.

There being no discussion, Council voted its approval of the recommendation.

The seventh item in Dr. Walton's report was a request from APCC that Council charge its Policy and Calendar Subcommittee to study the appropriateness of a University-wide application deadline, with reactions from faculty, students, administrators, and community members. The Subcommittee would be asked to report its findings to University Council during the Spring 1991 semester. He moved that action by Council, and it voted its approval.

The last item was a recommendation that "the APCC be charged with a comprehensive review of the relationship of the mission of the University, its open admissions tradition, and individual upper college GPA requirements, and that the Committee report to University Council by March, 1991." Dr. Walton moved this, and it was approved by Council.

Dr. Gerlach thought that Council ought to vote a specific approval and commendation and endorsement of the recommendations which were made by the APCC in its consultation with Dr. Burton with regard to the articulation and transfer matter. This would then formally ratify what the Committee had done, and he moved for this approval. This was seconded.

Since there was no discussion, Council voted its approval.

D. Athletics Committee - Mr. David Brink, the Chair, reported that the Committee had met on April 26. Athletic Director Jim Dennison reported on the records of the athletic teams during the 1989-1990 school year. Mr. David Jamison described his duties as the faculty representative to the NCAA. He distributed a model of the faculty representative's ongoing responsibilities and reported on his functions at the annual national convention.

In response to the question that was raised at the April meeting of Council regarding the faculty representative to the NCAA, Mr. Brink referred to Sections 4.02.1 and 6.1.3 of the NCAA Manual. These paragraphs stated that the faculty representative to the NCAA should be a member of the institution's faculty or an administrator who held faculty rank; this person was designated by the chief administrative officer of the institution; and this person should not hold an administrative or coaching position in the athletics department. (For the sections of the NCAA Manual, see Appendix C.) # 31

Mr. Jamison also reported that the Provost's office and the Athletics Department had jointly sponsored a teleconference on April 18, 1990 entitled "The Black Athlete: Winners or Losers in Academia?" A videotape of the conference had been made and was available through University Media Productions. The teleconference would be repeated in the fall.

E. Campus Facilities Planning Committee - No report.

F. Faculty Rights and Responsibilities Committee - Dr. Tom Miles, the Chair, reported that the Committee had met on April 12 and 26, and on May 3. It had completed its initial review of a complaint - file number 060-90 - and had rejected it. Grievance file number 050-90 was under investigation. Finally, the report of the subcommittee on the question of promotion from Instructor to Assistant Professor had been received by the Committee. The Committee concluded that Instructors were eligible for promotion, and also that it was unnecessary to conduct a national search. # 32

G. Faculty Well-Being Committee - Dr. Oller read the report which had been submitted by Dr. Jerry Drummond, the Chair of the Committee. It stated that members of the Committee had been working on various aspects of the charge given to it at the March meeting of Council. Due to the difficulty in obtaining detailed data and the large end-of-semester workload, the Chair of the Committee requested that presentation of the Committee's report be delayed until the first University Council meeting in the fall.

Progress in the various areas related to the charge were summarized as follows:

1. General data related to salary increases over the past five years has been obtained from our Human Resources Department, and specific data on the allocation of merit or across-the-board raises for the past year was obtained through the local AAUP Chapter. It appears now that specific references to merit/atb percentages

in preceding years, as well as allocation criteria, will be available only through the individual universities.

2. Analysis is now being made of hardcopy data to determine if there are faculty at this university who have had increases in the last five years that have not matched the cost-of-living increases.
3. It is intended that this data will also be studied to compare increases for male and female faculty over the same time span to see if there is significant variation in these two groups.
4. Some information has also been collected in order to make a salary study for contract professionals/general faculty to determine if raises have matched the cost-of-living increases.

H. Library and Learning Resources Committee - Dr. Robert Kent, the Chair, stated that copies of the Committee's report had been distributed to Council prior to the meeting. He then read the summary and recommendations on page 1 and the comments on pages 6 and 7 (for the full report, see Appendix D). He also directed Council's attention to the table on page 3 where much of the data was summarized. The University of Akron was compared there to the other major State universities on a variety of indices. It was also compared to Kent State University on a number of variables: current serials, operating expenses, and professional staff. Finally Dr. Kent moved on behalf of the Committee that the University Council consider and accept these recommendations.

As a matter of clarification, Dr. Kent noted that the recommendations found on pages 1 and 8 of the report were basically the same. The ones on the first page had been distilled in order to fit them all onto that page.

Dean Sylvester had a question about the data in Table One. Did any of these other universities listed there contain a community college? He asked this because it was possible that we were comparing apples and oranges. The University of Akron contained a community college, which represented about one-third of the total student body.

Dr. Fleming was not sure of the relevance of the comment about community colleges. Didn't community college students read, or was there some other reason for Dean Sylvester's statement?

Dr. Diana Chlebek suggested that if our programs included vocational and basic-level programs like community college programs, then the need for resources was even more intense and widespread. In other words, the library would have to have research materials as well as basic texts.

In light of some confusion about Dr. Kent's motion, Dr. Gerlach moved to amend it to say that Council accept the report and approve or adopt its recommendations. This was seconded.

Council then voted on and approved the amended language. It then voted on the main motion, and it too was passed.

I. Reference Committee - No report.

J. Research (Faculty Projects) Committee - No report.

K. Student Affairs Committee - No report.

L. Ad Hoc Part-Time Faculty Rights and Grievance Committee - Mrs. Weiner, the Chair, stated that when Council reached Unfinished Business, she would be proposing recommended actions three through five from the Committee's report. She wanted to hold six through nine over until fall for reasons she would be explaining then.

M. Ad Hoc Committee on Clarification and Modification of Regulations and Faculty Manual - Dr. McGucken reported that he had been elected the Chair of the Committee, and Mr. Dean Carro had been chosen as the Secretary. The Committee would be meeting during the summer.

N. General Studies Advisory Council - Dr. Elaine Nichols gave the report. (For the full report, see Appendix E.)

Item No. 7 - Report of the Akron Representative on the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents - Dr. Burton reported as follows:

On April 17 I met with APCC, as Dr. Walton informed you, to discuss the Legislative Commission's Transferability and Articulation Proposal. I found the members quite helpful, and later incorporated their comments into a five-page memo I sent to Wayne Reinhardt at OSU-Lima, who facilitated our discussion on Tuesday, May 1, at the OSU Union.

After amending the minutes, the FAC spent the morning talking about Transferability and Articulation and planning the most effective strategy to use on Acting Chancellor Elaine Hairston and vice Chancellor Ann Moore in the afternoon. We quickly arrived at a consensus that the concept of the "Transfer Module" is unworkable and will not solve students' problems, but just create additional ones. So most of the time was spent on strategy which, much to our surprise, appeared to have succeeded far beyond everyone's expectations.

After fortifying ourselves at the salad trough, we pointed out to our two guests that the Legislators have confused many perceived transfer problems with problems caused by student mobility, maturation and intermittency, as well as by student immobility in some cases. So the transferability problem is not as enormous as

they think. Then we suggested a substitute proposal to satisfy their legitimate concern about the cost of funding courses twice and being fair to students. This is to mandate that faculty members at all the institutions continue and complete the process already underway of negotiating bilateral articulation agreements between 2-year sending institutions and 4-year receiving institutions with whom they most frequently interact. Once that step is accomplished, then it would be appropriate for a faculty group to develop articulation agreements to cover only those few cases where bilateral agreements failed to be worked out by a certain date.

With or without the adoption of the proposed or bilateral agreements, better counseling of students needs to be provided. Students must also keep better records of the courses they take and keep their syllabi so that years later they have the necessary records to assist admissions officers if they change their plans, drop out and return, and so on.

The Regents' Officers seemed pleased at our response and explained to us that at the meeting scheduled for tonight and tomorrow (Thurs.-Fri., May 3 and 4) in Columbus the institutions' representatives to the Advisory Committee are supposed to create the entire transfer module document. But if they protest loudly beforehand that philosophically that task is impossible or undesirable and provide enough reasons for the Legislative Commission, then they will be set to work on a substitute proposal. In any case, by the end of Friday this whole matter is supposed to be finished! Hairston intends to meet her June deadline.

At this point, Dr. Burton added the following paragraph to her written report:

She blamed universities for the Legislature's current action, saying that we had failed to respond to the Regents' directive of 1989 on Articulation. Some campuses have already negotiated bilateral agreements with sending institutions. So these are in existence, for example, at Cleveland State, but other universities have not done this. So it's our fault, she maintains, that we're suddenly in this time bind.

I communicated all the above in detail to Jim Richardson yesterday to prepare him for this meeting where he will represent Akron faculty. In addition, there still needs to be an avalanche of protest directed by individuals and lobbyists against the Commission's Transfer proposal and then support for whatever substitute that Richardson et al. may devise this week.

The next topics on the FAC's agenda will be discussion of the Undergraduate Enhancement Program Report; Library space and statewide library funding problems; and the decreasing use of tenure track faculty for which we were requested to bring along data on the number of full and part-time faculty at our institution

along with its definition of "part time." These three items will be discussed at the June and July meetings by your new FAC Representatives.

I thank you for the opportunity to serve you. It was fun watching the group becoming more effective than in the past. Although it wasn't so pleasant finally receiving the Akron Report via the Chancellor's Office and reading that Akron is now ranked 10th in salaries. Somehow I missed reading that figure anywhere until late April so I was doubly embarrassed about how I had to obtain the report, and after everybody else in the state saw it in January, as well as by the #10, four places below the previous year's.

Item No. 8 - Unfinished Business - The only item of unfinished business was the report and recommendations of the Ad Hoc Part-Time Faculty Rights and Grievance Committee to Council. After some confusion regarding the point at which the discussion had stopped at the end of the last meeting of Council, it was clarified that recommendation 3b had been amended by Dr. Gerlach to read:

University Council recommends that the Campus Facilities Planning Committee conduct a study of office space availability for part-time faculty and that it make recommendations ~~to be incorporated into the University space allocation and construction plans~~ TO UNIVERSITY COUNCIL.

Council had approved the amended language, and Dean Isaac Hunt had then made a motion that the word "part-time" be deleted and replaced with "all." This had been seconded, and then Council had adjourned because there was no longer a quorum. The first order of business then was to take up Dean Hunt's motion. Since there was no discussion, the Chairman called for a vote, and the motion was approved.

The Chairman then called for a vote on item 3b which had now been amended twice to read:

University Council recommends that the Campus Facilities Planning Committee conduct a study of office space availability for ~~part-time~~ **ALL** faculty and that it make recommendations ~~to be incorporated into the University space allocation and construction plans~~ TO UNIVERSITY COUNCIL.

This was approved by Council.

Mrs. Weiner then proceeded to explain that she did not intend to move recommendations 6 through 9 today because there was an ad hoc committee working on definitions which might affect those recommendations. With the Council's permission, she wanted to wait until the fall and the ad hoc Committee's report before dealing with those. However, at the last meeting, several faculty members had expressed surprise and concern at the large number of part-time faculty employed here. Renaming these faculty was not going to do away with them. No matter what we chose to call them, they would still be here,

teaching 80 percent of the General Studies courses and 26 percent of all courses. We could not define away that situation. Given that, there were essentials necessary to all faculty that part-time faculty would have to have if they were to be able to function. This led appropriately to a discussion of the next item which she wished to present - item 4 - which dealt with salary.

Her committee, interviewing administrators who hired part-time faculty, found that a number of them expressed some concern about their inability to keep up with Kent State. They found that Kent was hiring away some of our best part-time faculty. In general, the Committee's study showed that a number of other State universities were doing better than Akron when it came to salary. The Committee, however, did not think that this comparative study should be the determining factor, or the only thing considered. For that reason, the Committee was recommending that the Salary Equity Committee be reconvened to review part-time faculty compensation, both salary and benefits, and make recommendations to Council. It also recommended that they be guided by a comparison of this university's pay scale with that of other State universities, and by the principle of equal pay for equal work. She noted that this was probably the wrong committee to refer this issue to, and perhaps Faculty Well-Being would be better.

Dr. Holland moved that item 4 be amended to read:

University Council requests that the ~~Salary Equity Committee be reconvened (or reappointed) to~~ **FACULTY WELL-BEING COMMITTEE** review part-time faculty compensation (both salary and benefits) and make recommendations to Council.

This was seconded and Council voted its approval.

Dr. Gerlach noted that the second reference in section 4 to the Salary Equity Committee also needed to be changed to "Faculty Well-Being Committee."

The Chairman agreed and said that he intended to interpret that as a part of the motion which Council had just passed, unless he heard an objection to the contrary. The second sentence would then read:

Our Committee recommends the ~~Salary Equity~~ **FACULTY WELL-BEING** Committee be guided by a comparison of this university's pay scale with that of other State universities and by the principle of equal pay for equal work.

Before voting on the main motion, Dean Jane Martin wondered whether she was correct in understanding that item 4 had not been amended to read "review all faculty compensation."

The Chairman agreed, and Dr. Gerlach noted that the Faculty Well-Being Committee was already currently charged with the business of looking into that very matter. So now there would be an additional

charge to look into the part-timers' salaries, etc., as well as the others.

There was no further discussion, and Council voted its approval of the amended item 4.

Mrs. Weiner then took up recommendation 5. The current grievance procedure for part-time faculty was unsatisfactory because it was made up of administrators and appointed part-time faculty. The amendment which she was about to propose would set up a system that was more appropriate and more efficient. Elected part-time faculty would work with Faculty Rights and Responsibilities members, would experience the grievance system, and would work with administrative officers. She then moved the following amendment to the Bylaws of the University Council:

3359-10-09 Functions of the Permanent Committees.

F. Faculty Rights and Responsibilities Committee.

2. New section (c)

For each grievance case submitted by a part-time faculty member three members of the part-time grievance pool shall be selected to be members the Faculty Rights and Responsibilities Committee for the duration of that case. These members will only participate in F.R.R.C. business involving the grievance case in question. These members will be selected by lot by the Chair of the F.R.R.C. but part-time faculty members from the same department as the grievant shall not be eligible to serve.

A Part-Time Faculty Grievance Pool shall be established by each college every three years. The pool will consist of part-time faculty members who have taught at least four semesters at The University of Akron and who have been nominated by the part-time faculty members of that College and who have subsequently confirmed to the College Dean their willingness to serve.

(Old "c" becomes "d".)

In response to a question from Dr. Faith Helmick, the Chairman noted that this did not have to be tabled until the next meeting as was the rule for all amendments to the Council Bylaws because it already had been introduced as a part of the Ad Hoc Committee report at the last meeting of Council and therefore had been postponed once.

Dr. Gerlach disagreed, noting that while it was on the agenda, it had not yet been discussed; and, therefore, it might be appropriate to lay it over to the next meeting for a final decision or vote. After a discussion on the correctness of the Chairman's ruling, Dr. Gerlach

thought that the fairest and most tactical thing to do was to lay this over until the next meeting. He had sensed from the discussion that there was still some uncertainty and hesitation among Council members about this proposal, and he therefore moved that this be postponed until the next meeting. This was seconded, and Council voted its approval of the motion.

Dean Sylvester asked how the University defined the full-time equivalent part-time faculty member. Dr. Helmick replied that for this particular purpose full-time equivalent faculty was determined to be 24 hours per academic year, or 12 hours per term. Therefore the definition of full-time equivalent part-time faculty member would be the number of credits taught by the part-time faculty member per semester divided by twelve. (For the amended version of the Recommended Actions of the Ad Hoc Committee on Part-Time Faculty Rights and Grievance, see Appendix F.)

Item No. 9 - New Business - The first item was an amendment to Council Bylaws Section 3359-10-06, which would put the NCAA Faculty Athletics Representative appointed by the President on the Athletics Committee as an ex officio member. Some discussion ensued on whether this could be voted on today. It was decided that since the issue had been originally raised by the Reference Committee back in March, it had been introduced then but had not properly been placed on the agenda as New Business. It had been on the agenda of the last meeting in April but had not been reached then. It was now proper to discuss and take action on the item. There was no discussion and Council voted its approval. (For this amendment, see Appendix G.)

The next item was an amendment to Faculty Manual Section 3359-20-03 The Faculty: General Personnel Policies, (C)(2)(a), which read as follows:

Faculty holding professorial rank may be granted indefinite tenure - that is, they are appointed for an indefinite term without the necessity of reappointment each year. An Assistant Professor, Associate Professor, or Professor shall be granted tenure not later than the end of the fifth year of active service in professorial rank at The University of Akron. If at the end of five years in professorial rank, indefinite tenure has not been received, notice shall be given that employment terminates at the end of the sixth year of service. In cases where there are clearly extenuating circumstances, the probationary period may be extended by one year provided that this is agreed to by the candidate, the department/division tenure committee, the department/division chair, the college Dean and the Provost. This provision shall also apply to persons electing early tenure review ~~and will expire on June 30, 1990.~~

The Chairman noted that the effect of this amendment was that it would strike out the sunset clause - the language which said that the provision would expire on June 30.

Dr. Jackson stated that the proposed amendment was intended to retain the provision that permitted the possibility of an additional probationary year in unusual cases. This provision had been adopted on a trial basis three years ago and would expire on June 30, 1990, unless we deleted that phrase at the end of section C. According to the Chair of the Faculty Rights and Responsibilities Committee, some faculty, and some Deans, this provision had worked well and there was a wish to retain it. He therefore moved to delete those words "and will expire on June 30, 1990." This was seconded.

Dr. Gerlach said that he had somewhere picked up the suggestion that the Faculty Rights and Responsibilities Committee was not so certain that it was wise to drop all references to an expiration date and wanted to extend the provision for an additional year. Was this correct and, if so, could the chair of that committee comment on this?

Dr. Miles responded that the FR&R Committee had deliberated on this issue and had found that there were a number of issues related to this particular topic residing in the colleges to still be decided in departmental guidelines and college guidelines. It was for that reason that the Committee thought that it would be appropriate to readopt or renew this provision for one additional year.

In response to Dr. Jackson's question of why just one additional year, Dr. Miles responded that the Committee thought that at the end of this additional year the departmental guidelines and most of the college guidelines might be adopted throughout the University. That being the case, then those issues and questions would be resolved.

Dean Claibourne Griffin commented that the justification for the proposed amendment had little or nothing to do with the specific instances of the state of repair of departmental guidelines or college guidelines. The value of this change as a general option would be great. In the past, it had allowed him to deal with cases of sickness, where a faculty member had lost essentially a portion of the year from productive work. Prior to this provision, there had been no effective way of dealing with that. If these situations would often occur, he thought that it was an extremely useful extension of our tenure review policy.

Dean Russell Petersen thought that the College of Business Administration had two such cases operating currently under this provision. He was strongly in favor of making a general rule of this kind rather than retaining some type of terminal date. It simply allowed us to have a vehicle to develop faculty in a more fair way.

There being no further discussion, the Chairman called for a vote and the amendment was passed.

Dr. Miles now rose to correct an error in his report from the Faculty Rights and Responsibilities Committee. He had failed to ask for approval and adoption on the Committee report with regard to promotion from Instructor to Assistant Professor, and he so moved that now.

The Chairman reminded Council that in his report Dr. Miles had stated that the FR&R Committee had concluded that promotion from the rank of Instructor to Assistant Professor was legitimate, and that national searches should not be required in such cases. He was now asking that this body approve and adopt that language. The Chairman wondered whether the proposed action would require changing language in the Manual and going to the Board. If so, he was not sure that the body was ready to deliberate that.

Dr. Miles did not believe that this would require changing language that had already been amended. He thought that this was meant to be a clarification.

Dr. Gerlach stated that he supported the motion to adopt this interpretation and was also prepared to move that Council not only adopt it but also refer it to the Reference Committee so that the clarification could perhaps be put into the Manual as a footnote.

The Chairman replied that the problem which he was having with this related to the President having an opportunity to see the change or the interpretation which was being offered here. He would be most comfortable if there were language offered that the President could review and accept or not accept. He was concerned that someone in the University ought to look into the language about a national search not being required for a tenure track position in terms of whether it was consistent with our Affirmative Action procedures. He was looking for a way which would allow Council to express its view, but also allow it not to get into the Faculty Manual until the President had had an opportunity to look at it and express his opinion.

Dr. David Buchthal stated that he was sympathetic to the Chairman's concern with regard to perhaps legislating Affirmative Action policy at the University by footnotes through the Reference Committee to the Manual. Perhaps the best way to handle this was to table the matter until the first meeting in the fall. This would give the administration the time to consider the matter and make a statement so that Council members could decide the proposal on its merits, with both sides being brought forward if there were two different views. He moved to table this until the first meeting in the fall. This was seconded.

Dr. Gerlach emphasized that this was an improper motion. He moved that it not be allowed. One could not move to table anything to a certain time.

Dr. Buchthal now moved to table the motion, and this was seconded. Council then voted its approval.

Item No. 10 - Adjournment - There was a motion to adjourn, which was seconded. The meeting ended at 5:00 p.m.

August 10, 1990

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APPENDIX A

May 1, 1990

TO: Frank Marini
Senior Vice President and Provost

FROM: William V. Muse
President

SUBJECT: University Council Recommendations

I indicated some time ago that I would take under advisement the December 7, 1989 and February 1, 1990 recommendations of University Council which pertained to the duties, responsibilities, and review of department heads. I am now prepared to respond to these recommendations.

A. On December 7, 1989, Council approved the changes to Section (B) (5) (a) as follows:

Department heads are appointed by the Board upon recommendation of not less than two-thirds of the faculty members of the department or division, the Dean of the college, the Provost, and the President; hold office at the discretion of the President; and are responsible to the Dean of their colleges **AND TO THEIR DEPARTMENT FACULTY**. They are the administrative heads of their respective departments, divisions, or schools (hereinafter referred to as "departments") and are charged with the general supervision of all departmental interests in accordance with ~~policies established by the Board, the President, their Dean, their faculty, and University Council~~ **UNIVERSITY AND RESPECTIVE COLLEGE AND DEPARTMENTAL POLICIES**. Both the administration and the faculty will bear in mind that department heads have special obligations to build departments strong in scholarship and teaching capacity.

I have no objection to substituting the language "University and respective College and Departmental policies" for the present language, assuming always that it is clearly understood (as University policy indicates) that College or Departmental policies are null and void whenever they conflict with University policy. I am willing to recommend this change to the Board of Trustees.

I cannot support, however, the insertion of the words "and to their Department faculty" as proposed. My concern is that this policy, if approved, could result in real lack of clarity as to whom department heads are administratively accountable; I do not wish to complicate an already difficult situation by indicating that they are "responsible to" the department faculty.

Department heads are the first line of administration; it must remain clear that they are responsible to the next higher administrative office. Department heads are, of course, selected with the important involvement of department faculty, cannot function well without the confidence of a significant majority of department members, and are generally understood to be removable from the department headship through processes which involve the departmental faculty as well as others. As regards official administrative accountability, there is a chain of accountability which links the first line of academic administration, through Deans and the Provost, to the President and ultimately the Board of Trustees. It does not seem prudent to confuse this accountability, even though it may be desirable to emphasize the responsibility which department heads have for their department's health and for the well being of the departmental faculty. The language of present policy makes it clear that department heads have special obligations to build departments strong in scholarship and teaching capacity; and it is generally understood that department heads have responsibility for the academic well being of the department and its members.

Perhaps the language could be modified to show that the heads are "responsible to" the Deans, but "responsive to the needs of, and advocates for, their faculty."

My concern about this change is compounded by the impact of the change passed in Section (B) (5) (iv) [see below]. Since this second change, as I will discuss, can be read to make the faculty ballot appear binding, including the "responsible to" language in (B) (5) (a) will only worsen the situation.

I will not, therefore, recommend this recommended change to the Board of Trustees.

- B. On February 1, 1990, University Council approved changes to Section (B) (5) (b) (iv) as indicated below:

The Dean shall assess annually the performance of department heads. At intervals not to exceed four years, or upon the specific request of the majority of the full-time faculty members in the department, the Dean shall make a substantive review of the department head to include confidential interviews with all full-time members of the department faculty **AND A YES-OR-NO SECRET BALLOT OF THE FULL-TIME FACULTY IN THE DEPARTMENT ON THE RETENTION OF THE DEPARTMENT HEAD AS HEAD. THE BALLOT SHALL BE TAKEN AT A MEETING OF THE FULL-TIME FACULTY CALLED TO CONSIDER THE RETENTION OF THE HEAD. FACULTY MEMBERS NOT PRESENT AT THE MEETING SHALL HAVE THE OPPORTUNITY TO VOTE BY ABSENTEE BALLOT.** IF this review reveals that the interests of the department will be better served by a replacement because of a manifest lack of confidence in the department head, or unresolvable departmental problems, or for other sufficient reason, ~~a search for a replacement shall be undertaken by the procedures described herein~~ **THE HEAD SHALL BE TERMINATED AS HEAD**

AND PROCEDURES FOR A REPLACEMENT UNDERTAKEN ACCORDING TO PROVISIONS OF THE FACULTY MANUAL.

I cannot support this change either. I have concluded that there is a great deal of ambiguity, as to what the effect of the yes-no ballot is to be. If it were clear that this ballot is advisory only and that the Dean's, the Provost's, or the President's judgment (as advised by the interviews with faculty, secret ballot, and other data) is still final, I would support this change. But I believe that the language as now written requiring a ballot "on the retention" of the head will be urged by some as creating a binding obligation on the Dean to follow the results of the ballot. Ambiguity on such a critical issue is intolerable where we can clarify it.

My further concern, as indicated, is that this amendment and the one just discussed above will be read to buttress each other in arguments for a mandatory "department head removal" policy. That is, part "A" saying that department heads shall be "responsible to" their faculty will be argued to have created a new line of accountability, which is then confirmed (it will be argued) by the second amendment (the mandatory vote). And, the mandatory vote will be argued to be necessary to give teeth to the "responsible to" phrase.

Because of these ambiguities, I will not, therefore, recommend this change to the Board of Trustees. I urge Council to reconsider these matters.

C. On February 1, 1990, Section (B) (5) (b) (vi) was approved as indicated below:

EACH COLLEGE DEAN, IN CONSULTATION WITH THE ELECTED MEMBERS OF UNIVERSITY COUNCIL FROM THAT COLLEGE, SHALL INITIALLY SYNCHRONIZE THE REVIEW OF THE DEPARTMENT HEAD. IN ASSIGNING PRIORITIES, THE DEAN SHALL ATTEMPT TO HAVE APPROXIMATELY ONE-FOURTH OF THE DEPARTMENTS REVIEWED EACH YEAR. EACH COLLEGE DEAN SHALL CONDUCT SUBSTANTIVE REVIEWS OF ALL THE DEPARTMENT HEADS IN THE COLLEGE WITHIN A FOUR YEAR INTERVAL.

This change was recommended to the Board of Trustees and was approved on February 28, 1990.

cc: Don R. Gerlach, President Pro Tem, University Council
Gary Oller, Secretary, University Council

APPENDIX B-1

At its April 17 meeting, per the request of University Council, Dr. June Burton, Akron Representative to the Faculty Advisory Committee to the Chancellor of the Ohio Board of Regents, addressed the Committee on the proposed policy on Articulation and Transfer. Pursuant to extensive discussion on the issues contained in the proposal, the Committee offered the following recommendations to Dr. Burton:

1. APCC recommends that the University should not endorse the policy of granting credit toward graduation for remedial coursework.
2. APCC recommends that the University defend the right of the receiving institution to determine if transfer work meets equivalency requirements for its own coursework.
3. APCC recommends that the University stand in opposition to the module policy and that this should be deleted from the proposal.
4. APCC recommends that the University oppose the policy of giving preferential treatment to transfer students over native students.
5. APCC recommends that the University support the policy that a grade of "D" would not be accepted for credit from a transfer student. The committee further recommends that courses graded with pass/fail could be accepted.
6. APCC recommends that the University oppose the idea of a state-wide appeals committee. The appeals committee should be composed of teaching faculty and remain within the determination of the receiving institution.

APPENDIX B-2

Graduate School application deadlines:

December 29, 1989

Deadline for application for admission for Spring Semester 1990

June 1, 1990

Deadline for application for admission for Summer Session I 1990

July 6, 1990

Deadline for application for admission for Summer Session II 1990

August 10, 1990

Deadline for application for admission for Fall Semester 1990

APPENDIX B-3

General Bulletin Description:

(Eliminated text shown as a strike-through. Added text is underlined.)

COLLEGE REQUIREMENTS

Requirements for Admission

The College will accept ~~the~~ students who ~~has~~ have completed ~~sufficient course work to indicate~~ at least 45 semester hours of credit, ~~who possession of~~ the necessary ability and desire to earn a business administration degree and who meet the academic performance requirements established by the faculty of the College. ~~The number of credits to have been completed will vary from student to student, but will be at least 45 credits with a 2.70 overall grade-point average at the time of acceptance.~~

Academic Performance Requirements

The following course work or equivalent must be included in the 45-hour requirement ~~or equivalent~~.

- * 3450:145 and 3450:215
- * a behavioral science course
- * 3250:201 or 3250:202
- * 6200:201

Enrollment in upper-college business courses is limited to a student who has done the following:

- * Applied for transfer to the College.
- * Successfully completed at least 60 credits.
- * Earned at least a 2.70 overall grade-point average required for acceptance, and at least a 2.00 grade-point average in business administration and economics courses.

Unconditional Admission. Students accepted into the University honors program as business majors automatically qualify for unconditional admission. Other students who meet the requirements outlined above, and who also possess an overall grade-point average of 2.7 or above at the time of admission, will be admitted to the College without submitting a comprehensive application.

Conditional Admission. Students who meet all of the requirements for admission to the College of Business, but who do not possess the 2.7 grade-point average, may apply for admission on a conditional basis by submitting a comprehensive application to the office of the Director of Undergraduate Studies. Application forms and procedures may also be obtained from the office of the Director of Undergraduate Studies located in Room 111 of Leigh Hall. Application deadlines to the College of Business are 60 days prior to the beginning of the semester in which the student intends to begin study in the College of Business. Students admitted under conditional admission rules will normally be provided with academic performance requirements and alternate study programs as conditions for continued study in the College of Business.

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APPENDIX C

NCAA MANUAL

CONSTITUTION, ARTICLE 4 Organization

4.02 DEFINITIONS AND APPLICATIONS

4.02.1 Faculty Athletics Representative. A faculty representative is a member of an institution's faculty or administrative staff who is designated by the institution's chief executive officer or other appropriate entity to represent the institution and its faculty in the institution's relationships with the NCAA and its conference(s), if any.

CONSTITUTION, ARTICLE 6 Institutional Control

6.1 INSTITUTIONAL GOVERNANCE

6.1.3 Faculty Athletics Representative. A member institution shall designate an individual to serve as faculty athletics representative. An individual so designated after January 12, 1989, shall be a member of the institution's faculty or an administrator who holds faculty rank and shall not hold an administrative or coaching position in the athletics department. Duties of the faculty athletics representative shall be determined by the member institution.

APPENDIX D

ANTICIPATING THE 90-91 LIBRARY BUDGET
THE REPORT OF UNIVERSITY COUNCIL'S LIBRARY AND LEARNING RESOURCES
COMMITTEE

SUMMARY

The ULLR Committee for University Council concludes that several key issues must be addressed to maintain a reasonable policy with regard to library resources for a university of this size. We have categorized the budget according to materials, space, and personnel and we summarize our findings and recommendations below. We have gathered data for comparisons of our resources to other state universities and these are presented in Tables 1 and 2. We rank 10 of 11 in most categories.

1) Space - The urgent need for space has been documented in a separate report [1]. We rank 10 out of 11 in terms of absolute space but we are a distant 11 in space/FTE (Full-Time Equivalent). Critical and competing needs exist for shelving space for frequently utilized material vs. study space on a commuter campus. The Science and Technology Library exemplifies this current and future problem.

2) Materials - In total volumes per FTE student, we rank 10th, but our current spending on new materials ranks us 9th. To even maintain this ranking, we will need to continue the level of spending that has occurred over the past two years. This will require an increase in the library budget of 24% relative to the 89-90 budget because the infusion of special funds from two years ago has been expended.

3) Personnel - The number of staff per FTE student ranks us 10th. Each staff member has to provide for 253 students, compared to 200 or less at most state universities. Lack of personnel has reduced the level of library services. More professional and support staff are needed. The adoption of OLIS (Ohio Library Information Systems) will increase personnel needs because it is essentially a labor-intensive undertaking.

The Committee recommends the following.

1) Funds must be sought from the OBR for increasing library study space. This is in compliance with the guidelines of the moratorium on space additions declared by the OBR [2]. Funds must also be allocated for converting current campus space to library shelving and study space. This need is especially critical in the Science and Technology Library.

2) The materials budget requires a 24% increase from the 89-90 level to maintain our current level of spending for 90-91. This requirement must be met.

3) Hiring of personnel must be intensified to meet current needs and must continue for the foreseeable future to prepare for OLIS. New hires must include professionals of advanced rank with strong computer backgrounds and salaries must be competitive.

4) A committee should be set up (with ULLR, Research Committee, and library bibliographer membership) to develop a long-term plan for meeting research and graduate needs of the library. This is necessary to identify top priority needs and coordinate efforts to find funds or resources to meet them.

5) Sources of external funding for library resources must be developed and nurtured. Guidelines for expenditures of these funds must also be set forth.

6) The University Administration should develop a timetable and priorities for overall library improvement to be incorporated in the long-term (20 years).

LIBRARY QUALITY & THE BUDGET

OVERALL DATA

To evaluate budget needs, the Committee reviewed data on the quality of the library and its spending using the traditional categories of space, materials and personnel (expressed on an FTE basis). We compared the figures to those of comparable institutions - the other state universities in Ohio. The data are found in Table 1.

Given the University's increased emphasis on research as well as teaching and its stated commitment to strengthening library resources to meet research needs, we also attempted to find measures for research quality. These measures are found in both Tables 1 & 3.

Briefly, the data show that The University of Akron ranks 10th out of 11 state universities in most categories. In addition, there is a substantial gap between our level and that of mid-ranking schools. Further observations, by category, are set out below.

MATERIALS

In total volumes/FTE The University of Akron ranks 10 of 11. It has been suggested that some libraries count items that we do not, like Government documents. Making a generous allowance for this category would still mean less than 50 books/FTE and only improve our ranking to 9th.

Spending on new materials/FTE (\$97) puts our Library 9th in ranking, but the value is reasonably close to the spending of a large number of schools. With this spending level we hopefully can maintain our ranking in total volumes, but it will not improve. Any reduction in materials budget relative to other schools will cause us to fall even further behind.

The Committee examined the reports on materials acquisition developed by Library staff. We noted that there are positive signs - notably that allocations were increased significantly during the 1987-88 and 1988-89 budgets years. However, there is some reason for concern. The library staff develop a "maintenance" budget each year, which covers the cost of present serials and maintenance of present acquisition levels. Increases in prices alone are estimated to require an 11-12% increase in

Table 1
LIBRARY QUALITY AND BUDGET DATA FOR 1988-89 FOR STATE
UNIVERSITIES IN OHIO

(Ranking is listed next to variable values)

| University | Gourman Index | Volumes held/ student FTE | Materials budget \$/FTE | Student FTE library staff | Salary expense \$/FTE | Space/FTE sq. ft. | Total operating expense \$/FTE |
|--------------------------------|---------------|------------------------------|----------------------------|------------------------------|--------------------------|----------------------|-----------------------------------|
| Ohio State University | .8 (1) | 91.6 (3) | 99.3 (5) | 161 (2) | 183.0 (2) | 9.12 (10) | 399.8 (2) |
| University of Cincinnati | .63 (2) | 51.7 (7) | 98.6 (7) | 157 (1) | 147.3 (4) | 10.19 (8) | 331.3 (5) |
| Ohio University | .56 (3) | 62.2 (6) | 114.8 (2) | 206 (1) | 116.1 (7) | 13.75 (3) | 314.8 (6) |
| Kent State University | .5 (4) | 93.4 (2) | 86.9 (10) | 183 (5) | 200.8 (1) | 11.48 (7) | 412.9 (1) |
| Bowling Green State University | .49 (5) | 95.1 (1) | 98.3 (8) | 162 (3) | 168.3 (3) | 11.84 (6) | 373.8 (3) |
| Cleveland State University | .45 (6) | 62.6 (5) | 98.9 (6) | 194 (6) | 126.3 (5) | 14.09 (2) | 315.9 (7) |
| Miami University | .37 (7) | 83.7 (4) | 141.2 (1) | 180 (4) | 107.8 (9) | 14.23 (1) | 352.9 (4) |
| University of Toledo | .33 (8) | 43.2 (9) | 104.0 (3) | 218 (9) | 118.0 (6) | 12.77 (4) | 289.6 (8) |
| Wright State University | .31 (9) | 37.4 (11) | 100.0 (4) | 199 (7) | 108.7 (8) | 12.22 (5) | 289.7 (8) |
| University of Akron | .29 (10) | 42.0 (10) | 97.3 (9) | 253 (10) | 83.1 (11) | 7.41 (11) | 243.9 (10) |
| Youngstown State University | .26 (11) | 44.4 (8) | 66.4 (11) | 271 (11) | 89.9 (10) | 10.05 (9) | 219.7 (11) |

Sources: Interim Report of 1990 Statistics of Ohio Libraries
Gourman Report on Graduate Schools

Table 2
PROFESSIONAL & NON-PROFESSIONAL LIBRARY STAFF
1984-85 TO 1988-89

| | 1984-85 | 1985-86 | 1986-87 | 1987-88 | 1988-89 |
|-------------------|---------|---------|---------|---------|---------|
| Professional | 29 | 29.5 | 27 | 26 | 34 |
| Non-Professional | 40 | 41 | 45 | 40 | 40 |
| Total | 69 | 70.5 | 72 | 66 | 74 |
| Student FTE/staff | 264 | 255 | 257 | 282 | 253 |

Table 3
AMERICAN RESEARCH LIBRARY COMPARISON
1988-89

| | Total Volumes | Volumes Added | Current Serials | Operating Expenses | Prof. Staff |
|---------------------------------------|------------------|------------------|--------------------|-----------------------|----------------|
| Kent State University (ARL member) | 1,812,672 | 33,454 | 13,513 | 7,823,686 | 47.1 |
| University of Akron (non-member) | 921,471 | 31,427 | 7,530 | 5,538,404 | 35 |

NB: Total volumes includes all branch libraries & Law Library
Source: Interim Report of 1990 Statistics of Ohio Libraries

Source: Statistics of Ohio Libraries, 1985 to 1990

this maintenance budget for 1990-91. However, in 1989-90 the Library got less than maintenance budget, but was able to use carry-over from the two previous years to maintain acquisitions. This year there is no carry-over, so a 24% increase in materials budget (to \$2.3 million) is needed to maintain book, software and serials acquisitions.

To reach the optimal level of collection, as recommended by subject librarians and Departments would require \$2.7 million. We discuss this further under research.

The Committee recognizes that there needs to be greater efficiency in the use of materials. The Ohio Library Information System (OLIS) being developed by the Ohio Board of Regents, which will allow greater access to other state libraries, may deal in the future with materials for shared research use. However, OLIS will have little impact for three or four years. It is also unlikely to reduce the need for local materials funding. A state-wide system would need equivalent input from all its members: those with large materials budgets at present would not be willing to lend their books to institutions they felt were not making sufficient effort with their own acquisitions.

PERSONNEL

At The University of Akron, each library staff member serviced 253 students in 1988-89: over 20% more than the average among state universities. How does this compare with previous years? Data on numbers of professional and non-professional library staff from 1984-85 to 1988-89 are found in Table 2. The seeming increase for 1987-88 is the result of including Learning Center staff previously excluded. It does not represent an increase in library professionals. The number of students has increased, so the students/library staff member is worse than in 1984-85, when we also ranked 10th.

The budget item, salary expenses/student FTE, has an even lower ranking. The University of Akron is 11th, with the lowest spending on personnel/FTE among state universities. A closer examination indicated that salaries for many library personnel are not competitive (with, for example, Kent State) and librarians lack faculty status.

As another measure of staff needs we used the formula from the American Association of College Libraries with the data from 1988-89. By that standard, a Library of the size of The University of Akron and with our student numbers should have 43 professional librarians. We currently have 28. The Committee also calculated how many professional and non-professional personnel would be needed to reach the state average of approximately 200 students/staff member. 90 personnel would be required: an increase of 16 from the present 74.

A major finding of the Committee was that lack of staff is making the library collection less accessible. We lack enough professional librarians to assure that students and faculty seeking information assistance at the reference desks can get full attention. We lack enough bibliographers to monitor collection building to assure that the information wanted will be available when it is sought. We lack enough

professional librarians in the acquisitions process to make informed decisions about the availability of materials when we are trying to acquire them. We lack enough professional librarians in cataloging to deal with the backlog of materials in a timely fashion. We lack qualified support personnel so the professionals do professional not clerical work.

A particular example of personnel problems is the Science & Technology Library. Miami University, which also has a separate Science library, but mid-level ranking in personnel, has 11 full-time staff - 5 professionals and 6 clerical. The University of Akron has 3 professionals and a total of 6 full-time staff. These 6 staff must service one-third of total library use, campus wide.

We could find no evidence that present staffing levels could be justified by different needs at The University of Akron. Our students and faculty required essentially the same library services as students and faculty of other state universities.

OLIS will in the future add to the personnel needs of the University Library. Faculty and students will demand more materials which will have to be received and shipped all over the state. The process of sending and receiving an increased volume of material will require a larger library staff.

SPACE

The data on space have already been presented in a separate report. We include them again here to show that although space is the most critical category (11th and by far the lowest), it is part of a consistent pattern.

RESEARCH

As the Statistics of Ohio Libraries does not provide any measure on research capacity of libraries, we looked at two alternative sources. The American Research Libraries calculate an index each year to set their standards and rank their admitted members. It is based on 17 variables, with weights determined by statistical analysis each year. These weights are no longer made public. However, staff at Kent State (a member of ARL) indicated that 5 variables usually receive the highest weighting. These are listed in Table 3, with statistics for The University of Akron (a non-member) and for Kent State University. The ARL comparison indicates that we fall short in total numbers of books and serials (we have half as many as KSU) and in professional librarians. Materials addition is much closer.

The second source is the Gourman Index on college libraries. It is published in the Gourman Guide to Graduate Schools, used by students choosing among Universities for graduate school. The basis of the index is again unavailable, but despite its possible deficiencies, it should be noted that the ranking (10th) among state universities is consistent with our other measures.

With the University's increased emphasis on research and effective teaching, several issues concern us. First, serials are being reviewed for possible cuts rather than increase despite our low holdings of serials (Table 3). Also the "optimal" budget developed by departments to meet collection needs for students and research has never been reached since the measure was first estimated in 1984-85.

Second, the current staff size of the ULLR acts to discourage students and faculty from reaching their full potential. Students avoid doing research because of the lack of professional librarians to assist and guide them. Faculty trying to do research are frustrated by the lack of library staff to obtain and process materials in a rapid fashion.

Third, not meeting ARL standards has in the past led to the Library being considered ineligible for Department of Education funds (Title IIC) to strengthen important research areas in Polymer Science.

Fourth, we share our present low standing among state university libraries with only Youngstown State, which has considerably fewer graduate programs and graduate students. In the annual survey of faculty salaries published in Academe Youngstown State is in Category IIA (no doctoral programs) while The University of Akron is in Category I with the rest of the state schools.

TOTAL BUDGET EXPENDITURE

We recognize that low expenditure/FTE could look like budget efficiency. Unfortunately, given our ranking in other categories, it must be regarded as an overall indicator of low performance - a lower quality library service for our students and faculty than all but one state university.

COMMENTS

Essentially the data speak for themselves. The library of the University of Akron is seriously deficient in any comparison with other state institutions, and measured by any professional standards.

A look at these data show a space crisis, seriously overextended professional staff, less reference services when more are needed, and a materials budget which may not even maintain our present situation.

We find this situation especially disturbing, because the Library is a vital resource in the teaching, learning, and researching process. Not only is faculty research made more difficult, but students are also affected. Faculty are less likely to assign research and writing projects to students requiring library usage. Teachers know their students will not be able to receive the assistance they need because of the lack of reference librarians, and materials will be difficult to find. Our graduates are not receiving the same level of experience in independent learning given students at other Ohio state universities. Failure to make an increased investment in staffing the University Library and in meeting its materials requirements will hinder the efforts of faculty and students in accomplishing their goals.

Finally, and of most concern, we do not see any long-term plan (10 to 20 years) for improving the library situation. Overall goals and priorities and how they might be met seem to be essential. Instead we find ad hoc decisions, like allowing a Music Library or adding programs without considering library resources. In addition we consider that ways of increasing the research capacity of the library need detailed examination. We consider there are unmet needs in this area and that ways of meeting them by pooling resources and seeking outside assistance as well as targeting our own funds need to be explored.

SOURCES OF FUNDS OUTSIDE THE UNIVERSITY

We feel that the major source of funds and commitment to the Library has to be from the budget, but there is a role for additional outside funds, both for research and special collections and for capital funds. We explored a number of possible sources during the year. The following is a summary of our findings:

1. For strengthening research and special collections:

a. Grants

Since the Library applied unsuccessfully for Title II-C funds to strengthen its research collection, there has been a change in policy. Libraries otherwise ineligible may apply if they can demonstrate the national significance of the particular collection described in the grant proposal. The University of Akron may now be able to obtain funds.

Grants have been received in the past from the National Endowment for the Humanities, due to the efforts of an individual library faculty member.

b. Funds from joint users

The American Association of Rubber Chemists provides a librarian and \$5,000/year in funds. It may be possible to obtain additional funds for a specific research strengthening project. Also some have suggested that with cutbacks by rubber companies of their serials collections, there are opportunities for corporate support.

c. Individual library support

Friends of the Library provide approximately \$10,000/year to buy expensive additional materials for the Library. There is an additional Gift fund within the Library which receives \$2,000-\$3,000 per year. We note that at Penn State University, the football coach, Joe Paterno, heads a major fund drive to add funds for library improvement (he has made donations of over \$20,000 personally). At the University of Illinois, Friends of the Library are seeking matching funds for a National Endowment for the Humanities grant for several million dollars.

d. General alumni funding

The library does not participate in the annual Alumni fund drive. It is not perceived to have a constituency and it does not receive any part of the amount raised by the Colleges.

2. Capital funds

We note that library facilities are NOT included in uses designated for

the present fund drive for \$50 million being carried out by the Development office. We understand it did not make the cut by the administration from the \$95 million of initial proposals. We also note that this fund drive makes it difficult to approach corporate sources for other purposes.

As a comment on outside funding: we wish to note that at the present time there is minimal activity through the Development office to add to Library funds.

RECOMMENDATIONS

Given the situation described above:

1. We feel it is essential that the Library receive NOT LESS than its maintenance budget of \$2.4 million for materials. Without this level of funding we shall fall even further behind other state universities. Every attempt should be made to allocate \$2.7 million which allows improvement in addition of materials, and would allow some improvement in our relative performance.
2. We feel that there is an urgent need for the University to seek additional capital funds to provide extra space for students in the library. We reiterate that space for students remains a category the Board of Regents will support, and that space is a crisis problem.
3. It is imperative that more professional librarians and full time support personnel be hired. The public services and the technical support services of the ULLR need increased staffing to improve library services to students and faculty.
4. We recommend that a Committee be set up (with ULLR, Research Committee, library bibliographer membership) to develop a long-term plan for meeting the research and graduate needs of the Library. This is necessary to identify top priority needs and coordinate efforts to find funds or resources to meet them.
5. We suggest a serious effort to increase outside funding for the Library. As one additional source of funds, we recommend that a pre-determined percentage of the Alumni fund drive go to the Library.
6. We recommend that the University administration develop a timetable and priorities for overall library improvement in the long-term (10-20 years), and that they report this plan to University Council.

APPENDIX E

REPORT TO UNIVERSITY COUNCIL FROM GENERAL STUDIES ADVISORY COUNCIL MAY 3, 1990

The GSAC met April 16 and April 30. Two new representatives were added to the Council: Timothy Vierheller, Wayne College and Gerald Koser, Natural Sciences. The Council still needs a representative from the College of Fine and Applied Arts, as replacement for DuWayne Hansen, to bring the Council up to its full membership.

Dr. Beyer met with the Council on April 16 to discuss changes in general studies math requirements. Following the discussion, the Council supported the development of the 3 credit course titled Finite Math proposed by the Math Department. This course would cover the topics of problem solving, algebra, geometry, number theory, math of finance, probability and statistics, and computer literacy. This course would replace the remaining MUM sequences.

The Chair met with Dean Griffin on April 11 to discuss possible mechanisms for forwarding GSAC directives to the appropriate departments within the College of Arts and Sciences. The Dean expressed the desire for the GSAC to forward all directives to the College and allow the College to designate the Divisions, Departments and persons who will be responsible for the development and implementation of the General Studies courses. Dean Griffin also indicated that the new administrative structure within the College beginning July 1 could facilitate the monitoring of the interdisciplinary approach required by some of the general studies areas.

The two meetings in April have been primarily focused on developing parameters for the general studies areas which could then be forwarded to Colleges/Departments and serve as the focus for future discussions. The parameter development is still in process. It is the desire of the Council to present all areas with parameters at one time.

The Council will resume meeting in the Fall semester with the intent of distributing its general studies package early in Fall semester to allow discussions to begin with Departments in the Fall and Spring Semesters.

Report submitted by Elaine Nichols, Chair

APPENDIX F

RECOMMENDED ACTIONS

The findings of the Ad Hoc Committee on Part-Time Faculty Rights and Grievance bring us to the following recommended actions:

1. University Council requests that the Faculty Rights and Responsibilities Committee draft an amendment to the Faculty Manual 3359-20-37 Guidelines for Initial Appointment, Reappointment, Tenure, and Promotion, that will include part-time faculty where appropriate in these guidelines. All common University requirements for the appointment, reappointment, and non-reappointment of part-time faculty should be included in the Faculty Manual, e.g., the filing of official transcripts before appointment, the maintenance of a personnel file for each lecturer, inclusion in department course and instructor evaluation procedures.

2. University Council requests ~~that the Reference Committee review the Faculty Manual to ensure that, as regards the inclusion of part-time faculty, it is consistent with the passages taken from the Bylaws and Regulations of the Board of Trustees and the Faculty Manual, cited on pp. 11113 of the Ad Hoc Committee's report~~ **COUNCIL DIRECT THE EXECUTIVE COMMITTEE TO APPOINT AN AD HOC COMMITTEE OF FIVE COUNCIL MEMBERS TO STUDY THOSE PARTS OF THE REGULATIONS OF THE BOARD OF TRUSTEES AND THE FACULTY MANUAL PERTAINING TO FACULTY WITH A VIEW TO PROPOSING MODIFICATIONS AND CLARIFICATIONS TO COUNCIL, WHICH SHALL DECIDE WHICH PROPOSED MODIFICATIONS AND CLARIFICATIONS IT WILL REQUEST THE PRESIDENT OF THE UNIVERSITY TO TRANSMIT TO THE BOARD FOR ITS CONSIDERATION.**

3. (a) University Council recommends that, **SO FAR AS FEASIBLE**, instructional support (typing, photocopying, audio-visual services) **SHOULD** be available to all part-time faculty as well as suitable office space for meeting with students and keeping instructional materials.

(b) University Council recommends that the Campus Facilities Planning Committee conduct a study of office space availability for ~~part-time~~ **ALL** faculty and that it make recommendations ~~to be incorporated into the University's space allocation and construction plans~~ **TO UNIVERSITY COUNCIL.**

4. University Council requests that the ~~Salary Equity Committee be reconstituted (or reappointed)~~ **FACULTY WELL-BEING COMMITTEE** review part-time faculty compensation (both salary and benefits) and to make recommendations to Council.

Our Committee recommends that the ~~Salary Equity~~ **FACULTY WELL-BEING** Committee be guided by a comparison of this university's pay scale with that of other State universities and by the principle of equal pay for equal work.

5. Proposed Amendment to the Bylaws of the University Council.

3359-10-09 Functions of the Permanent Committees.

F. Faculty Rights and Responsibilities Committee.

2. New section (c)

For each grievance case submitted by a part-time faculty member three members of the part-time grievance pool shall be selected to be members the Faculty Rights and Responsibilities Committee for the duration of that case. These members will only participate in F.R.R.C. business involving the grievance case in question. These members will be selected by lot by the Chair of the F.R.R.C. but part-time faculty members from the same department as the grievant shall not be eligible to serve.

A Part-Time Faculty Grievance Pool shall be established by each college every three years. The pool will consist of part-time faculty members who have taught at least four semesters at The University of Akron and who have been nominated by the part-time faculty members of that College and who have subsequently confirmed to the College Dean their willingness to serve.

(Old "c" becomes "d".)

6. University Council recommends that the Faculty Manual be the manual of part-time faculty also, except in those passages where such interpretation would not be consistent with University rules and regulations.

7. University Council recommends that in all departments or programs employing part-time faculty, personnel guidelines be amended so that the primary responsibility for assessing the qualifications of part-time applicants be assumed by the faculties of those departments or programs by a process to be developed by each department.

8. University Council recommends that in matters of academic governance and curriculum, all departments, divisions, or colleges shall do everything reasonable to enable part-time faculty to share the professional responsibilities of the University faculty as a whole.

9. University Council recommends that the teaching of part-time faculty be evaluated using, so far as is practicable, the same procedures as those used to evaluate the teaching of full-time faculty.

APPENDIX G

Amendment to Council Bylaws:

3359-10-06 Permanent Committees of Council

- (C) 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 **AND THE NCAA FACULTY ATHLETICS REPRESENTATIVE (APPOINTED BY THE PRESIDENT)**; 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; 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.

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 1990 (unless otherwise noted).

BUCHTEL COLLEGE OF ARTS AND SCIENCES

AS-90-2

English Department

Revise English Master of Arts Program as follows:

PROGRAM CREDIT HOUR CHANGE:

Literature:

A minimum of 33 credits is required, of which 18 (exclusive of thesis) must be at the 600 level. Of these 18 credits, 12 must be in literature or literary theory.

Composition Track:

A minimum of 33 credits is required (27 hours of coursework and 6 hours of thesis).

9 hours required in literature or literary theory.

Addition: 3300:600 Teaching College Composition Practicum (1100:111 for 2 hours and 1100:112 for 2 hours) are required for Teaching Assistants. They do not count toward the 33-hour requirement.

AS-90-4

Department of Modern Languages

Revise Bachelor Program in French as follows:

| | | |
|--------------|--------------|---|
| Number | 3500:311 | Modern French Civilization. 3 credits <u>TO</u> |
| | 3520:31 | <u>Modern French Civilization.</u> 3 credits |
| | 3500:460/560 | Selected Themes in French Literature. 3 credits. <u>TO</u> |
| | 3520:460/560 | <u>Selected Themes in French Literature.</u> 3 credits. |
| Prerequisite | 3520:301,302 | French Composition and Conversation. 3 credits. <u>TO</u> |
| Description | | Prerequisites: 202 or equivalent, sequential. |
| | | Free composition, special attention to vocabulary and idioms, development of oral expression and conversational ability. Prerequisite for 302 is 301 or equivalent. |

| | | |
|--------------|--------------|--|
| | 3520:313 | <u>French Civilization as Seen in the Movies.</u> 3 credits. <u>T0</u> Prerequisites: 302 (for majors). Study and discuss of various aspects of French culture and civilization as characterized in movies. Conducted in French (films, papers, and discussion). Prerequisite is 302 is course is to count toward French major. Non-majors may choose to write papers in English. |
| Prerequisite | 3520:305,306 | <u>Introduction to French Literature.</u> 3 credits. <u>T0</u> Prerequisite: 302 or equivalent. |
| | 3520:497,498 | <u>Individual Reading in French.</u> 1-3 credits each. <u>T0</u> Prerequisite: 302 and permission of French Section. |
| Number | 3520:401 | <u>French Phonetics.</u> 3 credits. <u>T0</u> |
| Prerequisite | 3520:315 | <u>French Phonetics.</u> 3 credits. Prerequisite: pre- or co-requisite is 202 or equivalent. Intensive drill in pronunciation with correction and improvement of student's accent, emphasis on articulation, intonation, and rhythm. |
| Description | | |

PROGRAM CREDIT HOUR CHANGE:

| | | |
|--------------------------------------|-----------|----|
| Total Program Credit Hours Required: | <u>T0</u> | 27 |
| Total Required Credit Hours: | <u>T0</u> | 21 |
| Total Elective Credit Hours: | <u>T0</u> | 6 |

-90-5

Department of Modern Languages

Revise Bachelor Program in Spanish as follows:

| | | |
|--------------|--------------|---|
| Add | 3580:407 | <u>Introduction to Hispanic Literature: Spain.</u> 4 credits. Prerequisites: 302 or equivalent. Reading and discussion of modern Spanish literature including drama, poetry, essay and fiction. Introduction to the fundamentals of literary criticism and literary movements. Conducted in Spanish. |
| | 3580:408 | <u>Introduction to Hispanic Literature: Spanish American.</u> 4 credits. Prerequisites: 302 or equivalent. Reading and discussion of modern Spanish American drama, poetry, essay and fiction. Introduction to literary movements in Spanish American literature. Conducted in Spanish. |
| Drop | 3580:305 | <u>Introduction to Hispanic Literature.</u> 4 credits. |
| Prerequisite | 3580:401,2 | <u>Advanced Composition and Conversation.</u> 3 credits. <u>T0</u> Prerequisites: 302 or equivalent. |
| | 3580:411/511 | <u>Spanish Literature of the Golden Age.</u> 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |

| | |
|---------------------------|--|
| 3580:412/512 | Cervantes: <u>Don Quijote</u> . 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |
| 3580:415/515 | <u>18th and 19th Century Spanish Drama and Poetry</u> . 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |
| 3580:416/516 | <u>19th Century Spanish Prose</u> . 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |
| 3580:418/419 | <u>20th Century Spanish Drama/Poetry</u> . 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |
| 3580:423/523 | <u>Spanish-American Literature before 1900</u> . 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |
| 3580:424/524 | <u>20th Century Spanish-American Literature</u> . 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |
| 3580:427,8/527,8 | <u>Spanish and Spanish-American Culture and Civilization</u> . 4 credits. <u>T0</u> Prerequisites: 302 or permission. |
| 3580:430/530 | <u>Women in 20th Century Hispanic Literature</u> . 4 credits. <u>T0</u> Prerequisites: 407 or 408, or permission. |
| Number 3580:407/507 | <u>Medieval and Renaissance Spanish Literature</u> . 4 credits. |
| Prerequisite 3580:409/509 | <u>Medieval and Renaissance Spanish Literature</u> . 4 credits. Prerequisites: 407 or 408, or permission. |

PROGRAM CREDIT HOUR CHANGE:

| | |
|--------------------------------------|--------------|
| Total Program Credit Hours Required: | <u>T0</u> 28 |
| Total Required Credit Hours: | <u>T0</u> 18 |
| Total Elective Credit Hours: | <u>T0</u> 10 |

Total Elective Credit: T0 9

AS-90-9

Department of Political Science

| | | |
|-----|----------|--|
| Add | 3700:301 | Advanced Political Research. 3 credits. Prerequisite: 201 or permission of instructor. Study and practice of political science research methods. Data collection, statistical analysis and presentation of empirical reserach projects. Computer applications used. |
|-----|----------|--|

AS-90-10

Department of Political Science

Revise Certificate in Applied Politics as follows:

| | | |
|-------------------|--------------|---|
| Title Description | 3700:472/572 | <u>Political Parties and Interest Group: Organization and Management. TO</u> <u>American Interest Groups. 3 credits. Prerequisites: six credits of political science or permission. Reading and research on the development, structure and function of interest groups in the United States.</u> |
| Number | 3700:340 | <u>American Political Parties and Interest Groups. TO</u> |
| Title | 3700:473/573 | <u>American Political Parties. 3 credits.</u> |
| Prerequisite | | <u>Prerequisites: six credits of political science or permission. Reading and research on the development, structure and function of parties in the United States.</u> |
| Description | | |

AS-90-11

Department of Political Sciences

Revise Political Science Minor in American Politics as follows:

Add to the list following "Fourteen Credits from the following:"

- 3700:395 Internship in Government and Politics. 2-9 credits.
- 3700:470 Campaign Management. 3 credits.
- 3700:471 Campaign Finance. 3 credits.
- 3700:472 American Interest Groups. 3 credits.
- 3700:473 American Political Parties. 3 credits.

Revise Political Science Minor in International Politics as follows:

Add to the list following "Seven Credits from the following:"

- 3700:312 The Politics of International Trade and Money. 3 credits.
- 3700:410 International Defense Policy. 3 credits.
- 3700:411 Theories of International Political Economy. 3 credits.
- 3700:412 Comparative Foreign Policy. 3 credits.

Revise Political Science Minor in Public Policy Analysis as follows:

Add to the list following "Two Credits from the following:"

- 3700:301 Advanced Political Research. 3 credits.

Revise Political Science Minor in Pre-Law as follows:

Add to the list following "Seven Credits from the following:"

- 3700:395 Internship in Government and Politics. 2-9 credits.
- 3700:462 The Supreme Court and Civil Liberties. 3 credits.

AS-90-14

Department of Sociology

Revise Bachelor of Arts in Sociology/Corrections as follows:

Included in the 33 credits of sociology required, the student shall be permitted to choose from:

- 3850:315 Sociological Social Psychology 3 credits
or
3850:411 Social Interaction 3 credits
or
3850:412 Socialization: Child-Adult 3 credits

AS-90-18

Department of Mathematical Sciences

| | | |
|--------------|--------------|--|
| Title | 3470:475/575 | <u>Theoretical Foundations of Statistical Quality Control.</u> 3 credits. <u>TO</u> <u>Foundations of Statistical Quality Control.</u> 3 credits. |
| Credits | 3470:495/595 | <u>Statistical Consulting.</u> <u>TO</u> 1-3 credits. |
| Prerequisite | 3470:651 | <u>Probability & Statistics.</u> 4 credits. <u>TO</u> <u>Prerequisites:</u> 3450:521/522 or 3470:515 or equivalent. |
| | 3470:655 | <u>Linear Models.</u> 3 credits. <u>TO</u> <u>Prerequisites:</u> 3450:312 or equivalent and 3470:651 or equivalent. |
| | 3470:663 | <u>Experimental Design.</u> 3 credits. <u>TO</u> <u>Prerequisites:</u> 562 or equivalent. |
| | 3470:665 | <u>Regression & Correlation.</u> 3 credits. <u>TO</u> <u>Prerequisites:</u> 561 or 661 or 664 or equivalent. |
| | 3470:666 | <u>Nonparametric Statistics.</u> 3 credits. <u>TO</u> <u>Prerequisites:</u> 561 or 661 or 664 or equivalent. |
| | 3470:667s | <u>Factor Analysis.</u> 3 credits. <u>TO</u> <u>Prerequisites:</u> 561 or 661 or 664 or equivalent. |
| | 3470:668 | <u>Multivariate Analysis.</u> 3 credits. <u>TO</u> <u>Prerequisites:</u> 562 or 662 or equivalent. |

AS-90-19

Department of Economics

| | | |
|--------------|--------------|---|
| Title | 3250:430/530 | <u>Human Resource Policy.</u> 3 credits. <u>TO</u> <u>Labor Market Policy.</u> 3 credits. <u>Prerequisites:</u> 3250:330 or 333. |
| Prerequisite | | |
| Description | | Intensive study of current labor market policy issues (e.g., discrimination, poverty, the changing industrial structure, and the economics of education). |
| Title | 3250:639 | <u>Public Employee Collective Bargaining.</u> 3 credits. <u>TO</u> <u>Public Sector Labor Markets.</u> 3 credits. |

Prerequisite- 3250:427/527
site

Economic Forecasting. 3 credits. TO
Prerequisites: 6500:322 or 3470:461 or permission of the instructor.

S-90-21

Department of Urban Studies

Revise Doctor of Philosophy in Urban Studies as follows:

| | | |
|--------------------|----------|--|
| Add | 3980:702 | <u>Urban Theory I. 3 credits. Prerequisite: Permission. Review of major theoretical traditions examining urban problems; for students entering the doctoral program in urban studies (first in two-course sequence).</u> |
| | 3980:703 | <u>Urban Theory II. 3 credits. Prerequisite: 703. Review of major professional disciplines dealing with urban problems; for students entering the doctoral program in urban studies (second in two-course sequence).</u> |
| | 3980:711 | <u>Seminar in Public Administration. 3 credits. Prerequisite: Permission. In depth review and critique of major intellectual traditions, concepts and theories underlying public administration in the United States.</u> |
| | 3980:714 | <u>Seminar in Policy Analysis and Evaluation. 3 credits. Prerequisite: Permission. In depth review and critique of major intellectual traditions, concepts and theories underlying policy analysis and evaluation in the United States.</u> |
| | 3980:715 | <u>Seminar in Urban and Regional Planning. 3 credits. Prerequisite: Permission. In depth review and critique of major intellectual traditions, concepts and theories underlying urban and regional planning in the United States.</u> |
| | 3980:720 | <u>Comparative Planning Strategies. 3 credits. Prerequisite: 715 or permission. Review and analysis of alternative planning theories, institutions, and implementation strategies in a variety of national settings.</u> |
| Title Description | 3980:704 | <u>Bureaucracy & Urban Constituencies. 3 credits. TO Public Bureaucracy. 3 credits. Prerequisite: Permission. An analysis of bureaucratic operations in the implementation of public policy, including special attributes of Human Service Organizations and the Democratic Theory debate.</u> |
| Number Description | 3980:702 | <u>Urban Policy: The Historical Perspective. 3 credits. TO</u> |
| | 3980:708 | <u>Urban Policy: The Historical Perspective. 3 credits. Prerequisite: Permission. Critical examination of major ideas about the city from Aristotle to the 20th Century and of the impact on urbanization in society and public policy.</u> |

| | | |
|--------------|----------|---|
| | 3980:708 | <u>Urban Tutorial.</u> 3 credits. <u>T0</u> |
| | 3980:799 | <u>Urban Tutorial.</u> 3 credits. Prerequisite: Permission. Intensive study of a particular approved field or typical area of urban studies under the supervision of a tutor. |
| Number | 3980:703 | <u>Systems & Processes of Policy Analysis.</u> 3 credits. <u>T0</u> |
| Prerequisite | 3980:709 | <u>Systems & Processes of Policy Analysis.</u> 3 credits. |
| site | | Prerequisite: Permission. Analysis of administrative |
| Description | | processes within public organizations, federal, state and local in the United States; emphasis on urban community. |

Other Program Changes:

The following course or their equivalent will be required as prerequisites for all students entering the Ph.D. Program in Urban Studies. Students who have not completed these courses will be required to complete these courses in addition to the 48 credit hours required to complete the Ph.D. degree.

| | | |
|----------|--|-----------|
| 3980:600 | Basic Quantitative Research | 3 credits |
| 3980:601 | Advanced Research and Statistical Methods | 3 credits |
| 3980:611 | Urban Administration | 3 credits |
| | or | |
| 3980:630 | Introduction to Planning and Practice and Theory | 3 credits |
| 3980:640 | Fiscal Analysis | 3 credits |
| 3980:643 | Urban Policy Analysis | 3 credits |

Program Credit Hour Changes:

Total Required Credit Hours: T0 12

Total Elective Credit Hours: T0 36

AS-90-26

Department of Geology

Revise Bachelor of Science in Engineering Geology as follows:

| | | |
|-----|----------|---|
| Add | 3370:301 | <u>Engineering Geology.</u> 2 hour lecture, 3 hour lab. Prerequisites: Minimum of 4 credits in chemistry, 4 credits in physics, 4 credits in calculus, and 4 credits in introductory physical geology or permission. The course presents quantitative analyses of geologic features and processes and is supported by the study of case histories. Lecture, lab, and field study. |
|-----|----------|---|

Add the following existing courses:

| | | |
|------------|--------------------------------|------------------|
| 4600:203 | Dynamics | 3 credits |
| 3370:421 | Coastal Geology | 3 credits |
| 4300:445 | Hydrology | 3 credits |
| 3460:201-7 | Intro to Programming Languages | 2 credits (each) |

Delete 4300:230 Surveying 3 credits
 4300:xxx Intro to Rock Mechanics (never proposed)

Program Credit Hour Change:

Total Program Credit Hours Required: T0 135
 Total Required Credit Hours: T0 125 (no change)
 Total Elective Credit Hours: T0 10

COLLEGE OF BUSINESS ADMINISTRATION

8-90-1

School of Accountancy

Revise Master of Taxation as follows:

| | | |
|------------------------------|--------------|---|
| Add | 6200:628 | <u>Basic Tax Research.</u> 1 credit. Prerequisites: 430 or equivalent. Designed to develop basic research competence involving federal income, estate, and gift tax laws. |
| | 6200:661 | <u>Advanced Tax Research and Policy.</u> 3 credits. Prerequisites: 628 and completion of four other tax courses in Phase II. Extensive research involving federal income, estate, trust and gift taxes as well as tax policy. |
| Description | 6200:430/530 | <u>Taxation I.</u> 4 credits. Prerequisite: 317. <u>T0</u> Application of current federal tax law to individuals and proprietorships. Types of income, deductions, and structure of tax return covered. Master of Taxation students will not be able to take this course to satisfy tax electives in the Master of Taxation program. |
| Drop: | 6200:630 | <u>Tax Research and Policy.</u> 3 credits. |
| Total Required Credit Hours: | | <u>T0</u> 10 |
| Total Elective Credit Hours: | | <u>T0</u> 20 |

Revise Master of Business Administration (Accounting Concentration) as follows:

| | | |
|-----|----------|--|
| Add | 6200:627 | <u>Survey of Federal Taxation.</u> 3 credits. Prerequisites: 601 or equivalent. Introduction to Federal Taxation for students who have not yet completed more than one undergraduate or graduate tax course. This course examines individual and business Federal Taxation. Completion of this course will not count towards fulfilling the requirements of the Master of Taxation degree. |
|-----|----------|--|

Drop 6200:630 Tax Research and Policy. 3 credits.

BA-90-3

Department of Finance

Add 6400:647 Options, Futures and Speculative Markets. 3 credits.
Prerequisites: 645; 6500:601. A study of the application and practice in options, futures and other speculative markets.

COLLEGE OF ENGINEERINGEN-90-5

Department of Civil Engineering

Add 4100:203 Environmental Science and Engineering. 3 credits.
Prerequisites: none. Science and engineering fundamentals required to understand environmental issues and alternative solutions. Not for engineering, chemistry, or physics majors.

COLLEGE OF FINE AND APPLIED ARTSFAA-90-2

School of Home Economics and Family Ecology

Add 7400:487/587 Sports Nutrition. 3 credits. Prerequisites: 133; 3100:207; 3150:130 or 203 or permission of instructor. In-depth study of energy metabolism and utilization before, during, and after exercise. Factors affecting nutrient needs and peak performance of different athletic populations are emphasized.

FAA-90-3

School of Home Economics and Family Ecology

Revise Bachelor of Arts in Family and Child Development to add the following course as requirement in place of 7400:422 Family Resource Management for undergraduate family development and vocational home economics degrees:

Add 7400:406 Family Financial Management. 3 credits.

The above is already an existing course at The University of Akron and is listed in the General Bulletin.

FAA-90-4

Department of Dance

Add the following existing courses to the Dance Minor:

| | |
|----------|---|
| 7900:125 | Introduction to Ballet II. 2 credits. |
| 7900:323 | Jazz Dance Technique I. 2 credits. |
| 7900:324 | Tap Technique I. 2 credits. |
| 7920:431 | Dance History: Prehistory to 1661. 2 credits. |
| 7920:432 | Dance History: 1661 through Diaghilev Era. 2 credits. |
| 7920:433 | Dance History: Twentieth Century. 2 credits. |

The Dance Minor will now appear as follows:

| <u>Course No.</u> | <u>Title</u> | <u>Credits</u> |
|-------------------|--|----------------|
| 7900:115 | Dance As an Art Form | 2 |
| 7900:119* | Introduction to Contemporary Dance I | 2 |
| 7900:120* | Introduction To Contemporary Dance II | 2 |
| 7900:124* | Introduction to Ballet I | 2 |
| 7900:125* | Introduction to Ballet II | 2 |
| 7900:224* | Fundamental Ballet Technique | 3 |
| | OR | or |
| 7900:219* | Introduction to Contemporary Dance III | 2 |
| 7900:323* | Jazz Dance Technique I | 2 |
| | OR | or |
| 7900:324* | Tap Technique I | 2 |
| | <u>Choose one below (total of 2 credits)</u> | |
| 7920:431 | Dance History: Prehistory to 1661 | 2 |
| 7920:432 | Dance History: 1661 through Diaghilev Era | 2 |
| 7920:433 | Dance History: Twentieth Century | 2 |
| | <u>Choose one below (total of 2 credits)</u> | |
| 7920:426 | Techniques of Teaching Dance I | 2 |
| 7920:320 | Dance Notation# | 2 |
| 7920:316 | Choreography I | <u>2</u> |
| Total | | 18 or 19 |

*Must see Dance Department head for level placement

#By advisement only

A-90-5

Department of Communication

Revise major in Business and Organizational Communication as follows:

| | | |
|-----|----------|--|
| Add | 7600:436 | <u>Organizational Communication II. 3 credits. Prerequisites: 344 and 435. Continuation of 435; in depth analysis and application; including team building, conflict management, communication flow; individual and group projects; simulations.</u> |
|-----|----------|--|

7600:404

Communication in Public Relations II. 3 credits.
Prerequisites: 303, 309, and 403. Continuation of 403.
 Application of principles of public relations profession in an actual organizational setting.

Add the following existing courses:

7600:226 Interviewing. 1 credit.
 7600:245 Argumentation. 3 credits.
 7600:252 Persuasion. 3 credits.
 7600:303 Publicity Writing. 2 credits.
 7600:357 Speech in America. 3 credits.
 7600:405 Media Copywriting. 3 credits.
 7600:454 Theory of Group Process. 3 credits.

Credits 7600:226 Interviewing. TO 3 credits.
 Descrip- Prerequisite: none. Study and practical application of
 tion selected interviewing concepts associated with job
 interviewing, journalistic interviewing and life review
 interviewing.

Title 7600:303 Publicity Writing. 2 credits. TO
 Credits Public Relations Writing. 3 credits.
 Prerequi- Prerequisites: 201, ability to type. Introduction of
 site writing skills required by public relations practitioners
 Descrip- emphasizing different approaches for specific publics
 tion and specific media.

Title 7600:309 Publication Production. TO
 Prerequi- Promotional Publications. 3 credits. Prerequisites: 201
 site and 303. Preparation of publications used as communication
 Descrip- tools in public relation advertising and organizations.
 tion Emphasis upon design, layout and technology.

Title 7600:344 Public Decision Making. TO
 Descrip- Group Decision Making. 3 credits. Prerequisite: none.
 tion The study of communication and decision making in small
 groups. Practice in techniques of group decision-making.
 Introduction to theory of group communication.

Title 7600:403 Communication in Public Relations. TO
 Prerequi- Communication in Public Relations I. 3 credits.
 site Prerequisites: 201, 303, and 309. Communication theories
 Descrip- and research techniques used to plan, write and analyze
 tion commercial messages. Emphasis on selecting audience,
 medium, appearl, writing style and evaluation of efforts.

Number 7600:335 Organizational Communication. TO
 Title 7600:435 Organizational Communication I. 3 credits.
 Descrip- Prerequisite: none. Overview of theories and approaches
 tion for understanding communication flow and practices in
 organizational settings, i.e., interdepartmental, superior-
 subordinate, etc.

Total Required Credit Hours: T0 27

Total Elective Credit Hours: T0 9

MAJOR: Choice of Organizational Communication or Public Relations track now appear as follows:

Public Relations track:

| | | <u>course</u> | <u>credits</u> |
|------------------------------|----------|--------------------------------------|----------------|
| Major area: (required) | 7600:201 | Newswriting | 3 |
| | 7600:280 | Media Production Techniques | 3 |
| | 7600:303 | Public Relations Writing | 3 |
| | 7600:309 | Promotional Publications | 3 |
| | 7600:403 | Communication in Public Relations I | 3 |
| | 7600:404 | Communication in Public Relations II | 3 |

Choose nine (9) credits from the following list:

| | | |
|----------|----------------------------------|---|
| 7600:252 | Persuasion | 3 |
| 7600:235 | Interpersonal Communication | 3 |
| 7600:345 | Business & Professional Speaking | 3 |
| 7600:405 | Media Copywriting | 3 |

TOTAL 9

Communication electives: (not used for above requirements)

TOTAL 9

DEPARTMENTAL TOTAL 46

Organizational Communication track:

| | | <u>course</u> | <u>credits</u> |
|------------|----------|----------------------------------|----------------|
| Major | 7600:226 | Interviewing | 3 |
| area: | 7600:235 | Interpersonal Communication | 3 |
| (required) | 7600:344 | Group Decision Making | 3 |
| | 7600:345 | Business & Professional Speaking | 3 |
| | 7600:435 | Organizational Communication I | 3 |
| | 7600:436 | Organizational Communication II | 3 |

TOTAL 18

Choose nine (9) credits from one of the following lists:

| | | | |
|----|----------|--------------------------|---|
| #1 | 7600:201 | Newswriting | 3 |
| | 7600:303 | Public Relations Writing | 3 |
| | 7600:309 | Promotional Publications | 3 |
| | 7600:405 | Media Copywriting | 3 |

OR

| | | | |
|---|----------|-----------------------------|-----------------------|
| #2 | 7600:280 | Media Production Techniques | 3 |
| | 7600:245 | Argumentation | 3 |
| | 7600:252 | OR Persuasion | 3 |
| | 7600:454 | Theory of Group Processes | 3 |
| | 7600:357 | Speech in America | 3 |
| | | | TOTAL 9 |
| Departmental Electives: (<u>not</u> used for above requirements) | | | TOTAL 9 |
| | | | DEPARTMENTAL TOTAL 46 |

FAA-90-6

Department of Dance

| | | |
|-------------|----------|--|
| Description | 7920:122 | <u>Ballet Technique I.</u> 5 credits. (May be repeated for a total of ten credits.) Prerequisite: permission. <u>TO</u> Fundamental theory, vocabulary, structure, placement. Concurrent enrollment to pointe/men's class recommended. |
|-------------|----------|--|

FAA-90-13

School of Home Economics and Family Ecology

Revise Business Option and Theater Costume Option in the Bachelor of Arts in Clothing, Textiles, and Interiors.

Business Option:

| | | |
|-------------------|----------|--|
| Add | 7400:221 | <u>Evaluation of Apparel and Household Textiles.</u> 3 credits. Prerequisite: 121. Emphasis on product knowledge and the development of evaluation criteria useful in selecting apparel and household textiles. |
| Title Description | 7400:123 | <u>Clothing Construction.</u> <u>TO</u> Fundamentals of Construction. 3 credits. Prerequisite: none. Basic theory and application of construction fundamentals, including experiences with patterns and specialty fabrics. |
| Number | 7400:339 | <u>The Fashion Industry.</u> 3 credits. <u>TO</u> |
| | 7400:239 | <u>The Fashion Industry.</u> 3 credits. |
| Drop | 7400:359 | <u>Tailoring for Men.</u> 3 credits. |

Business Option Core:

| | |
|----------|--------------|
| 6200:211 | Accounting 1 |
| | OR |

| | | |
|----------|---|---|
| 2420:211 | Basic Accounting I | 3 |
| 6600:300 | Marketing Principles | 3 |
| | OR | |
| 2420:101 | Elements of Distribution | 3 |
| 6600:340 | Retail Management | 3 |
| | OR | |
| 2520:201 | Retailing Fundamentals | 4 |
| 6600:350 | Advertising and Marketing Communications | 3 |
| | OR | |
| 2520:103 | Principles of Advertising | 3 |
| 7400:121 | Textiles | 3 |
| 7400:123 | Fundamentals of Construction | 3 |
| 7400:158 | Introduction to Interior Design and Furnishings | 3 |
| 7400:219 | Clothing Communications | 3 |
| 7400:221 | Evaluation of Apparel and Household Textiles | 3 |
| 7400:239 | The Fashion Industry | 3 |
| 7400:302 | Consumers of Services | 3 |
| 7400:319 | Historic Costume | 3 |

Total Hours Required: 36-38

Business Option Electives:

Student must select 18 hours from the following courses.

| | | |
|----------|---|---|
| 7400:159 | Family Housing | 3 |
| 7400:305 | Advanced Construction and Tailoring | 3 |
| 7400:311 | Contemporary Needle Arts | 3 |
| 7400:418 | History of Furnishings and Interiors I | 3 |
| 7400:419 | History of Furnishings and Interiors II | 3 |
| 7400:423 | Professional Image Analysis | 3 |
| 7400:432 | Interior Textiles and Product Analysis | 3 |
| 7400:436 | Textile Conservation | 3 |
| 7400:439 | Fashion Analysis | 3 |
| 7400:449 | Flat Pattern Design | 3 |
| 7400:485 | Machine Stitchery | 3 |
| 7400:490 | Seminars | 3 |
| 7400:490 | Workshops | 3 |
| 7400:497 | Fashion Retailing Internship | 3 |

Total Hours Required: 18

Theater Costume Option Core:

| | | |
|----------|------------------------------|---|
| 7100:131 | Drawing | 3 |
| 7100:144 | 2 Dimensional Design | 3 |
| 7400:121 | Textiles | 3 |
| 7400:123 | Fundamentals of Construction | 3 |
| 7400:219 | Clothing Communication | 3 |

| | | |
|----------|--|---|
| 7400:305 | Advanced Construction and Tailoring | 3 |
| 7400:317 | Historic Costume | 3 |
| 7400:418 | History of Furnishings and Interiors I | 3 |
| 7400:419 | History of Furnishings and Interiors II | 3 |
| 7400:449 | Flat Pattern Design | 3 |
| 7800:100 | Experiencing Theater | 3 |
| 7800:334 | Stage Costume Construction | 3 |
| 7800:335 | Introduction to Stage Costume History and Design | 3 |
| 7800:435 | Stage Costume Design | 3 |
| 7800:437 | Styles of Stage Costume Design | 3 |

Total Hours Required: 45

Theater Option Electives: (Student must select 12 hours from the following courses)

| | | |
|----------|---|---|
| 7400:239 | Fashion Industry | 3 |
| 7400:311 | Contemporary Needle Arts | 3 |
| 7400:423 | Professional Image Analysis | 3 |
| 7400:432 | Textile Conservation | 3 |
| 7400:439 | Fashion Analysis | 3 |
| 7400:459 | Machine Stitchery | 3 |
| 7400:485 | Seminars | 3 |
| 7400:490 | Workshops | 3 |
| 7800:262 | Stage Make Up | 3 |
| 7800:336 | History and Construction of Period Furnishings for the Stage | 3 |
| 7800:370 | The American Theatre: Play, Players, and Playwrights | 3 |

Total Hours Required: 12

FAA-90-14

School of Home Economics and Family Ecology

Add Bachelor of Arts in Clothing, Textiles, Interiors: Interior Design Option.
Additions, changes and program summary as follows:

| | | |
|-------------|--------------|--|
| Add | 7400:419/519 | History of Furnishings and Interiors II. 3 credits. Prerequisite: none. The study of nineteenth and twentieth century furnishings and interiors, with emphasis on the social-cultural influences shaping their development. |
| Number | 7400:431/531 | History of Textiles and Furnishings. TO |
| Title | 7400:418/518 | History of Furnishings & Interiors I. 3 credits. |
| Description | | Prerequisite: 121, 158. The study of furnishings and interiors from antiquity through the eighteenth century, with emphasis on the social-cultural influences shaping their development. |

Total Program Credit Hours Required: 128

Total Required Credit Hours: TO 124

Total Elective Credit Hours: 10 4

Interior Design Option Core:

| | | |
|----------|---|---|
| 2920:250 | Architectural Drafting | 3 |
| 7400:121 | Textiles | 3 |
| 7400:123 | Fundamentals of Construction | 3 |
| 7400:158 | Introduction of Interior Design and Furnishings | 3 |
| 7400:159 | Family Housing | 3 |
| 7400:302 | Consumers of Services | 3 |
| 7400:418 | History of Furnishings and Interiors I | 3 |
| 7400:419 | History of Furnishings and Interiors II | 3 |
| 7400:432 | Interior Textiles and Product Analysis | 3 |
| 7400:433 | Residential Design | 3 |
| 7400:434 | Commercial Design | 3 |
| 7400:435 | Principles and Practices of Design | 3 |
| 7400:497 | Interior Design Internship | 3 |

Total Hours Required: 39

Interior Design Option Electives: (Student must select 20 hours from the following courses, two of which must be from starred (*) courses)

| | | |
|-----------|---|---|
| *6200:211 | Accounting I | 4 |
| | OR | |
| 2420:211 | Basic Accounting I | 3 |
| *6600:300 | Marketing Principles | 3 |
| | OR | |
| 2420:101 | Elements of Distribution | 3 |
| *6600:340 | Retail Management | 3 |
| | OR | |
| 2520:201 | Retailing Fundamentals | 4 |
| *6600:350 | Advertising and Marketing Communications | 3 |
| | OR | |
| 2520:103 | Principles of Advertising | 3 |
| 7100:105 | Understanding Art | 3 |
| 7100:131 | Introduction to Drawing | 3 |
| 7400:423 | Professional Image Analysis | 3 |
| 7400:485 | Seminar: Lighting for Man Made Environments | 3 |
| 7400:485 | Seminar: CAD for Interior Designers | 2 |
| 7400:385 | Seminar: Office Design | 2 |

Total Hours Required: 20

Interior Design Option Additional Requirements: (Students are required to take the following courses however they may be used to fulfill the language alternative requirements)

| | | |
|----------|----------------------|---|
| 7100:121 | 3 Dimensional Design | 3 |
|----------|----------------------|---|

| | | |
|----------|--------------------------------|---|
| 7100:144 | 2 Dimensional Design | 3 |
| 7100:244 | Color Concepts | 3 |
| 7100:491 | Architectural Presentations I | 3 |
| 7100:492 | Architectural Presentations II | 3 |

Total Hours Required: 15

FAA-90-15

School of Home Economics and Family Ecology

Revise the Certificate of Interior Design the add the following:

7400:419/519 History of Furnishings and Interiors II. 3 credits.

Total Program Credit Hours Required: TO 42

Total Required Credit Hours: TO 36

Total Elective Credit Hours: TO 6

FAA-90-16

School of Home Economics and Family Ecology

Delete the Interior Design Minor

COLLEGE OF NURSING

NU-90-3

Institute LPN/BSN Sequence within BSN Program

Revise LPN/BSN Sequence within the current BSN Program as follows:

| | | |
|--------------|----------|--|
| Title | 8200:101 | Introduction to Baccalaureate Nursing for the R.N. <u>TO</u> |
| Prerequisite | | <u>Introduction to Baccalaureate Nursing.</u> 1 credit. |
| Description | | Prerequisite: Registered Nurse/Licensed Practical Nurse. Introduces R.N. and L.P.N. students to the purposes of baccalaureate nursing education. Explores philosophy, nursing theories, research, emerging roles, nursing process and health care delivery system. |

Establish credit for prior learning as follows:

8200:400 Nursing: Diminished Health II Maximum of 3 credits for prior learning can be earned out of the required 12 credits.

8200:300 Nursing: Health Maximum of 2 credits for prior learning can be earned out the required 10 credits.

8200:320 Nursing: Diminished Health I Maximum of 3 credits for prior learning can earned out of the required 12 credits.

UNIVERSITY COLLEGE

UC-90-2

Institute for Life-Span Development and Gerontology

Revise Undergraduate Certificate in Gerontology as follows:

Add to electives: ,

3850:365 Death and Dying. 1-3 credits.

OR

2040:244 Death and Dying. 2 credits.Also, add the following statement to the program description in the General Bulletin:

"B.S./M.D. students may complete Practicum/Internship and electives from courses available from the Institute or the Office of Geriatric Medicine and Gerontology, Northeastern Ohio Universities College of Medicine."

UC-90-4

Department of General Studies

Add 1100:183 Varsity Cheerleading. 1 credit. Prerequisite: none.
Acquisition of skills and knowledge of cheerleading.
Performance at varsity athletic events.

UC-90-6

Institute for Life-Span Development and Gerontology

Revise Graduate Certificate in Gerontology as follows:

Credits 1850:680 Interdisciplinary Seminar in Life-Span Development
and Gerontology. TO 3 credits.

Other changes:

Student must complete research methods course of 3 credits.

Increase of elective credit from 8 to 9 hours.

Program Credit Hour Change:

Total Program Credit Hours Required: TO 18Total Required Credit Hours: TO 9Total Elective Credit Hours: TO 9

WAYNE COLLEGE

WC-90-4

Business Management Technology - General Business Option

Revise the program as follows:

| | | |
|---------|----------|---|
| Add | 2420:218 | <u>Automated Bookkeeping.</u> 1 credit. Prerequisite: none. Corequisite: 2420:211. Provides experience with accounting software packages to include the processing of general ledger, accounts receivable, accounts payable, and payroll transactions. |
| Credits | 2420:171 | <u>Business Calculations.</u> TO 3 credits. |

WC-90-5

Microprocessor Service Technology

Revise Microprocessor Service Technology as follows:

| | | |
|---|----------|---|
| Add | 2600:160 | <u>Personal Computer Servicing.</u> 3 credits. Prerequisites: 100. Corequisite: 190. Techniques for isolating and correcting faults in personal computers including the use of software diagnostic routines and electronic test equipment. |
| | 2600:180 | <u>Microprocessor Service Practicum.</u> 2 credits. Prerequisite: 160. Work experience in the repair of microprocessor-based equipment using failed or malfunctioning equipment. |
| | 2600:185 | <u>Microprocessor Service Practicum Seminar.</u> 1 credit. Corequisite: 180. Integrates on-the-job technical experience in 2600:180 with the fundamental concepts and skills acquired through course work. |
| | 2600:260 | <u>Microprocessor Diagnostics and Applications.</u> 3 credits. Prerequisite: 230. Detailed study of several microprocessor architectures, their instruction sets and system interfaces. |
| | 2600:280 | <u>Field Experience in Microprocessor Service.</u> 2 credits. Prerequisites: 180, 230. Work experience within a business that makes, uses, or services microprocessor-based equipment. |
| Title Credits Prerequisite Description | 2600:125 | <u>Boolean Algebra & Equation Mechanization.</u> TO <u>Boolean Logic.</u> 4 credits. Prerequisite: 2030:153. Logic principles applied to electronic switching for digital systems and applications of these principles using electronic components. |

| | | |
|---------|----------|--|
| Credits | 2600:275 | <u>Digital Data Communications.</u> <u>TO</u> 5 credits. |
| Drop | 2600:150 | <u>Test Equipment & Measurement.</u> 3 credits. |
| | 2600:250 | <u>Microprocessor Diagnosis and Repair Technniques.</u> 5 credits. |
| | 2600:200 | <u>Electronics Troubleshooting.</u> 5 credits. |

WC-90-6

Microprocessor Service Technology

Add Certificate in Personal Computer Repair as follows:

| <u>Course</u> | | <u>Credits</u> |
|---------------|--|----------------|
| 1100:106 | Effective Oral Communication | 3 |
| 1100:111 | English Composition | 4 |
| 2030:151 | Elements of Math I | 2 |
| 2030:152 | Elements of Math II | 2 |
| 2040:251 | Human Behavior at Work | 3 |
| 2440:151 | PC-DOS Fundamentals | 1 |
| 2520:210 | Consumer Service Fundamentals | 2 |
| 2600:100 | Basic Electronics for Technicians | 5 |
| 2600:155 | Microprocessor Assembly Language Programming | 3 |
| 2600:160 | Personal Computer Servicing | 3 |
| 2600:190 | Microprocessor Systems Architecture | <u>4</u> |
| | TOTAL | 32 |

SCHOOL OF LAW

Pursuant to prior University Council authorization (Minutes, February 19, 1970, page 12 of the Faculty Bulletin, March 5, 1970, issue), these curricular changes have been duly adopted by the Faculty of the School of Law at its meeting of March 8, 1990, to be effective beginning Fall Semester 1990.

S-90-3

School of Law

| | | |
|-------|----------|---|
| Title | 9200:650 | <u>Labor Law.</u> 3 credits. <u>TO</u> |
| | | <u>Labor and Employment Law.</u> 3 credits. |

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 1990 (unless otherwise noted).

BUCHTEL COLLEGE OF ARTS AND SCIENCES

AS-90-7

Department of Political Science

Revise the Bachelor of Arts in Political Science as follows:

| | | | |
|--------|----------|---|-----------|
| Number | 3700:200 | Comparative Politics. 4 credits. | <u>TO</u> |
| | 3700:300 | <u>Comparative Politics.</u> 4 credits. | |

Program Requirements TO

-The General Studies and the second year of a foreign language

-At least 30 credits in the department including:

| | | |
|----------|---|---|
| 3700:100 | Government and Politics in the U.S. | 4 |
| 3700:201 | Introduction to Political Research | 3 |
| 3700:300 | Comparative Politics | 4 |
| 3700:303 | Introduction to Political Thought | 3 |
| 3700:310 | International Politics and Institutions | 4 |

An upper division American politics course from among the following:

| | | |
|----------|----------------------------|---|
| 3700:341 | American Congress | 3 |
| 3700:350 | American Presidency | 3 |
| 3700:360 | Judicial Process | 3 |
| 3700:402 | Politics and the Media | 3 |
| 3700:472 | American Interest Groups | 3 |
| 3700:473 | American Political Parties | 3 |

Political Science Electives

(Electives must include one 400-level course other than one used to meet the American politics requirement.)

AS-90-8

Department of Political Science

Revise Bachelor of Science in Political Science/Public Policy Management as follows:

| | | |
|-----|----------|---|
| Add | 3700:301 | Advanced Political Research. 3 credits. |
|-----|----------|---|

Prerequisites: 201 or permission of instructor. Study and practice of political science research methods. Data collection, statistical analysis and presentation of empirical research projects. Computer applications used.

Add the following existing courses as a requirement:

| | | |
|------|----------|---|
| | 6500:323 | <u>Computer Applications for Business.</u> 3 credits. |
| | 3740:260 | <u>Basic Statistics.</u> 3 credits. |
| Drop | 3470:261 | Introductory Statistics. 2 credits. |
| | 3470:253 | Hypothesis Testing-Parametric. 1 credit. |
| | 3470:255 | Regression and Correlation. 1 credit. |
| | 3460:209 | Computer Programming I. 3 credits. |

Change Political Science electives from domestic or international track electives to open electives to read:

The student will take an additional 9 credits in the Political Science Department.

Program Credit Hour Change:

| | |
|--------------------------------------|--------------|
| Total Program Credit Hours Required: | <u>TO</u> 64 |
| Total Required Hours: | <u>TO</u> 55 |
| Total Elective Credit: | <u>TO</u> 9 |

-90-15

Department of Sociology

Delete Program: Master of Arts Non-thesis Option II
(Emphasis in Social Research Methodology)

-90-22

Department of Chemistry

Revise Graduate Program in Chemistry as follows:

| | | |
|-----|----------|---|
| Add | 3150:603 | <u>Biochemistry Lecture III.</u> 3 credits. Prerequisites: 401/501 and 402/502. DNA, RNS and protein metabolism. Translation and transcription. Gene function and expression. |
| | 3150:640 | <u>Chemical Separations.</u> 3 credits. Prerequisites: 423 and 424 or equivalent. General theory, instrumentation and application of methods of separation. Emphasis on modern chromatographic techniques and recent advances. |
| | 3150:641 | <u>Spectral Methods.</u> 3 credits. Prerequisites: 423 and 424 or equivalent. Theory and application of instrumental measurements. Interpretation of data. |

| | | |
|-------------|--------------|--|
| | 3150:642 | <u>Electrochemistry.</u> 3 credits. Prerequisites: 423 and 424 or equivalent. Theory and application of electrochemical methods of analysis. |
| | 3150:670 | <u>Spectroscopic Identification of Organic Compounds.</u> 3 credits. Prerequisites: 263, 264 or permission of instructor. Determination of the structures of organic compounds by spectroscopic analysis: ORD/CD, UV-VIS spectroscopy, IR spectroscopy, mass spectrometry, FT-NMR spectroscopy, 2D-NMR. |
| | 3150:683 | <u>Mechanistic and Synthetic Organic Chemistry I.</u> 3 credits. Prerequisites: 263, 264 or permission of instructor. Introduction to the structural and mechanistic aspects of organic reactions: HMO calculations, acids and bases, equilibrium, kinetics, linear free energy relationships, reactive intermediates, reaction mechanisms. |
| | 3150:684 | <u>Mechanistic and Synthetic Organic Chemistry II.</u> 3 credits. Prerequisites: 683 or permission of instructor. Synthetic organic chemistry from a mechanistic perspective: nucleophilic and electrophilic substitution and addition reactions, carbonyl chemistry, functional group manipulations, oxidations, reductions, cycloaddition reactions. |
| | 3150:740 | <u>Physical Organic Chemistry.</u> 3 credits. Prerequisites: 683, 684 or permission of instructor. An advanced treatment of the theory and mechanisms of organic chemistry: FMO theory, molecular mechanics, molecular strain, kinetics, thermodynamics, acidity functions, linear free energy relationships. |
| | 3150:750 | <u>Advanced Synthetic Organic Chemistry.</u> 3 credits. Prerequisite: 683, 684 or permission of instructor. An advanced treatment of organic functional group manipulations in the context of the total synthesis of natural products. |
| Description | 3150:401/501 | <u>Biochemistry Lecture I.</u> 3 credits. Prerequisite: 264 <u>TO</u> Biochemistry of amino acids, carbohydrates, lipids, and nucleic acids: structure/function relations. Enzymes as catalysts: kinetics and regulation. Cofactors. |
| | 3150:402/502 | <u>Biochemistry Lecture II.</u> 3 credits. Prerequisite: 401/501. <u>TO</u> Overview of metabolism; thermodynamics; carbohydrate, fatty acid, amino acid and nucleoside anabolism and catabolism, Hormonal control of metabolism. Photosynthesis. |
| Number | 3150:463/563 | <u>Advanced Organic Chemistry.</u> 3 credits. <u>TO</u> |
| | 3150:463 | <u>Advanced Organic Chemistry.</u> 3 credits. |

| | | |
|--------------|--------------|---|
| Number | 3150:661/662 | <u>Enzymatic Reactions I and II.</u> <u>T0</u> |
| Title | 3150:722 | <u>Enzymatic Reactions.</u> 3 credits. Prerequisites: 501/502 or permission. Mechanisms of enzyme catalyzed reactions, general aspects and specific examples for phosphoryl, acyl, glycosyl transfers, eliminations, oxidation/reduction, isomerization and rearrangements. Chemistry of cofactors. |
| Credits | | |
| Description | | |
| Number | 3150:663 | <u>Advanced Metabolism.</u> <u>T0</u> |
| Credits | 3150:726 | <u>Advanced Metabolism.</u> 3 credits. Prerequisites: 401/501 and 402/502. Study of advanced pathways in carbohydrate, lipid and protein metabolism with emphasis placed on metabolic dysfunction. |
| Prerequisite | | |
| Description | | |
| Number | 3150:666 | <u>Bioinorganic Chemistry.</u> <u>T0</u> |
| Credits | 3150:724 | <u>Bioinorganic Chemistry.</u> 3 credits. |
| Prerequisite | | Prerequisites: 401/501 and 402/502. |
| Number | 3150:667 | <u>Advanced Biochemistry Techniques.</u> <u>T0</u> |
| Title | 3150:720 | <u>Advanced Biochemical Techniques.</u> 3 credits. |
| Credits | | Prerequisites: 402/502. An advanced lecture course on physical techniques in biochemistry. Includes optical and hydrodynamic methods; radioanalytical techniques, scattering and magnetic resonance spectroscopy. |
| Description | | |
| Credits | 3150:710 | <u>Special Topics: Analytical Chemistry.</u> <u>T0</u> 1-3 credits. |
| | 3150:711 | <u>Special Topics: Inorganic Chemistry.</u> <u>T0</u> 1-3 credits. |
| | 3150:712 | <u>Special Topics: Organic Chemistry.</u> <u>T0</u> 1-3 credits. |
| | 3150:713 | <u>Special Topics: Physical Chemistry.</u> <u>T0</u> 1-3 credits. |
| Credits | 3150:715 | <u>Special Topics: Biochemistry.</u> <u>T0</u> 1-3 credits. |
| Description | | Prerequisite: Permission. Recent developments in areas of Biochemistry. |
| Drop | 3150:415/515 | <u>Chemical Instrumentation.</u> 3 credits. |
| | 3150:416/516 | <u>Instrumental Methods of Analysis.</u> 3 credits. |
| | 3150:613 | <u>Synthetic Methods of Organic Chemistry.</u> 2 credits. |
| | 3150:664 | <u>Membrane Biogenesis.</u> 2 credits. |
| | 3150:671 | <u>Thermoanalytical Techniques.</u> 2 credits. |
| | 3150:672 | <u>Advanced Analytical Chemistry.</u> 2 credit |
| | 3150:673 | <u>Stereochemistry of Organic Compounds.</u> 2 credits. |
| | 3150:692 | <u>Advanced Instrumentation.</u> 2 credits. |
| | 3150:783 | <u>Physical Organic Chemistry I.</u> 3 credits. |
| | 3150:784 | <u>Physical Organic Chemistry II.</u> 3 credits. |
| | 3150:786 | <u>Theoretical Organic Chemistry.</u> 2 credits. |

AS-90-20

Department of History

| | | |
|---------|--------------|---|
| Credits | 3400:405/505 | <u>Historical Methods.</u> TO 3 credits. |
| Title | 3400:480/580 | <u>Traditional China.</u> 3 credits. TO <u>Imperial China.</u> 3 credits. |
| | 3400:481/581 | <u>Modern China.</u> 3 credits. TO <u>Revolutionary China.</u> 3 credits. |
| Add | 3400:487/587 | <u>Modern India.</u> 3 credits. Prerequisite: none. The history of the Indian subcontinent from c. 1500 with emphasis on Indian society and culture, British imperialism, and the emergence of Indian nationalism. |
| | 3400:680 | <u>Reading Seminar: China.</u> 4 credits. Prerequisite: none. Study of Chinese texts, secondary literature, and major interpretations of the history of China. |
| | 3400:681 | <u>Writing Seminar: China.</u> 4 credits. Prerequisite: none. Preparation of research paper, including a bibliographic essay surveying scholarship on the topic, research and analysis of primary sources, and writing. |

AS-90-25

Department of History

Revise Doctorate in History as follows:

Change in field requirements to make U.S. History a single field entitled United States, 1607 to present. Fields of history to choose from will read as follows:

Ancient
Medieval
Modern Europe to 1815
Modern Europe Since 1789
England and the Empire
United States, 1607 to present
Latin America
Far East
History of Science

Further, students will be required to sit for examinations in three fields chosen from the above list. They will continue to be examined in a fourth field as well, but it will be a specialty or sub-topic falling within one of the general fields listed above. The fourth field will be designed by the student and the student's advisor, in consultation with the student's doctoral committee and the Graduate Committee of the History Department. The student's dissertation will fall within this fourth field.

Revised Cognate-Field Option as it will appear in "Manual for Graduate Students":

Cognate Field

A cognate field may be taken in conjunction with language training when this seems appropriate for a student's general program. First, the definition and performance expectations for such a field must be agreed upon by the student, the student's advisor, and faculty in other departments who may be involved. Then the course of study must be reviewed and approved by the graduate committee of the department. Finally, the student must have completed the course of study satisfactorily before taking the comprehensive examination.

Examples of such cognate fields:

- 1) Work in the field of economics for a student who wishes to write a Ph.D. dissertation in economic history.
- 2) Work in statistical analysis for a student who needs skills in quantification in writing a Ph.D. dissertation.
- 3) Work in a science field for a student who wishes to write a Ph.D. dissertation in the history of science and technology.

Drop Statistics/Computer Science Option for both the M.A. and the Ph.D. Programs in History.

LEGE OF BUSINESS

90-6Department of Management

| | | |
|--------------|--------------|---|
| Prerequisite | 6500:480/580 | <u>Introduction to Health Care Management.</u> 3 credits. TO Prerequisites: upper-college or graduate standing (Students who are required to take 301 or 600 or have completed 301 or 600 or equivalent are ineligible to take this course for credit). |
| | 6500:482/582 | <u>Health Services Operations Management.</u> 3 credits. TO Prerequisites: upper-college standing and 301 or 480 and 322 and 323 or equivalents or graduate standing and 580 or 600 or equivalent and 601 or 602 or equivalents or permission of instructor. |
| | 6500:686 | <u>Health Services Research Project.</u> 3 credits. TO Prerequisites: 580 or 600 or equivalent and 582 and co-requisite 683 or permission of instructor. |
| | 6500:687 | <u>Graduate Seminar in Health Services Policy and Administration.</u> 3 credits. TO Prerequisites: 580 or 600 or equivalent and 582 and co-requisite 683 or permission of instructor. |

6500:688

Independent Study in Health Services Administration. 3 credits. TO Prerequisites: 580 or 600 or equivalent and 683 or permission of instructor.

COMMUNITY AND TECHNICAL COLLEGE

CT-90-7

Office Administration

Revise the Office Administration Program as follows:

| | | |
|---------------------------------|----------------------|---|
| Add | 2540:129 | <u>Information/Records Management.</u> 3 credits. Prerequisite: none. Overview of records used in business. Includes filing procedures, equipment, supplies, classification system, alphabetic rules, electronic database systems, and management and control of records systems. |
| | 2540:248 | <u>Advanced Office Technologies.</u> 3 credits. Prerequisites: 131; 247. Study and application of advanced automated office systems. Emphasis on the automation of administrative support functions. |
| | 2540:255 | <u>Legal Office Procedures I.</u> 3 credits. Prerequisite: 151. Concentration on ethics, responsibilities, and document production for the career legal secretary. |
| | 2540:270 | <u>Office Software Applications.</u> 4 credits. Prerequisites: 130; 253. An advanced course in document production incorporating databases, spreadsheets, and graphics into various types of documents. |
| | 2540:271 | <u>Desktop Publishing.</u> 3 credits. Prerequisites: 253 or permission. Desktop publishing software used to create printed materials such as newsletters, brochures, business forms, and resumes. Course addresses design/layout decisions and editing. |
| Delete | 2540:278 2540:288 | <u>Internship for Legal Secretarial Majors.</u> 2 credits. <u>Word Processing on Computers.</u> 2 credits. |
| Title Credits Description | 2540:130 | <u>Introduction to Information Management.</u> <u>TO</u> <u>Introduction to Office Automation.</u> 4 credits. Prerequisites: 150 or permission. Introduction to the equipment necessary to work in today's office. Hands-on training using several types of automated office equipment. |

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|--------------|----------|--|
| Credits | 2540:243 | <u>Internship.</u> TO 2-3 credits. Prerequisites: 119; 121; 129; 130; 253; 281; and 282. Work experience in an office environment related to the student's degree major. |
| Prerequisite | | Application of office administration skills/knowledge. |
| Description | | |
| Title | 2540:253 | <u>Advanced Keyboarding.</u> TO |
| Description | | <u>Advanced Keyboarding/Word Processing.</u> 3 credits. |
| | | Prerequisites: 151 or equivalent. To increase student's ability to produce office documents on computers. Minimum requirement: 50 wpm with maximum of 5 errors for 5 minutes. |
| Credits | 2540:281 | <u>Machine Transcription.</u> TO 2-3 credits. |
| Description | | Prerequisites: 151 or permission. Transcription skills such as proofreading and editing emphasized on the transcription from taped dictation with emphasis on mailable documents--production of such on computers. |
| Title | 2540:279 | <u>Legal Office Procedures.</u> TO |
| Prerequisite | | <u>Legal Office Procedures II.</u> 4 credits. |
| | | Prerequisite: 255. |

COLLEGE OF ENGINEERING

EN-90-9

Department of Construction Technology

Add from elective to requirement the following:

4980:466 Hydraulics. 3 credits.

Drop from requirements to elective the following:

4980:355 Computer Application in Construction. 3 credits.
 4980:351 Construction Quality Control. 2 credits.

Also, add the following as a requirement to the program:

2920:244 Dynamics. 2 credits.

WAYNE COLLEGE

WC-90-1

Business Management Technology - Sales Option

Revise program as follows:

Add Existing Course: 2520:219 Sales Projects 2 credits

Program Credit Hour Change:

Total Required Credit Hours: TO 64Total Elective Credit Hours: TO 0WC-90-2

Office Administration - Medical Secretary Option

Revise program as follows:

Add Existing Courses:

| | | |
|----------|---|-----------|
| 2780:106 | Anatomy & Physiology for Allied Health I | 3 credits |
| 2780:107 | Anatomy & Physiology for Allied Health II | 3 credits |

| | | | |
|--------|----------|----------------------------|-----------|
| Delete | 3100:206 | Human Anatomy & Physiology | 4 credits |
| | 3100:207 | Human Anatomy & Physiology | 4 credits |

Program Credit Hour Change:

Total Required Credit Hours: TO 62Total Elective Credit Hours: TO 2WC-90-3

Office Administration

Add Certificate in Medical Transcription (all courses currently exist)

Fall SemesterCredits

| | | |
|----------|--|-----------|
| 2540:119 | Business English | 3 |
| 2540:121 | Introduction to Office Procedures | 3 |
| 2780:106 | Anatomy & Physiology for Allied Health I | 3 |
| 2540:151 | Intermediate Keyboarding | 3 |
| 2740:241 | Medical records | 3 |
| | | <u>15</u> |

Spring SemesterCredits

| | | |
|----------|--|-----------|
| 2540:253 | Advanced Keyboarding (with medical emphasis) | 3 |
| 2540:263 | Business Communications | 3 |
| 2540:286 | Keyboarding on Word Processing Equipment | 3 |
| 2780:107 | Anatomy & Physiology for Allied Health II | 3 |
| 2540:282 | Medical Machine Transcription | 2 |
| 2540:283 | Medical Terminology | 3 |
| | | <u>17</u> |

TOTAL 32

WC-90-7Distinguished Student Program

Add Distinguished Student Program

The Distinguished Student Program at Wayne College seeks to recognize, encourage, and support excellence among exceptionally talented students completing associate degrees at the college.

The program of study consists primarily of courses within the student's major. As part of his/her degree requirements, however, each student completes a one-credit Individualized Study with a Wayne College faculty member and the Distinguished Student Colloquium, which has a variable interdisciplinary focus. Participants who complete program and degree requirements are designated "Distinguished Students" upon receipt of their degrees.

Add 2100:195 Individualized Study. 1 credit.
 Prerequisite: Admission to Distinguished Student Program.
 Focus investigation of a specific topic mutually determined
 by student and supervising faculty member.

Total Program Credit Hours Required: 64

Total Required Credit Hours: T0 62

Total Elective Credit Hours: T0 2

SCHOOL OF LAW

Pursuant to prior University Council authorization (Minutes, February 19, 1970, page 12 of the Faculty Bulletin, March 5, 1970, issue), these curricular changes have been duly adopted by the Faculty of the School of Law at its meeting of December 14, 1989, to be effective beginning Fall Semester 1990.

LS-90-02

School of Law

Title 9200:656

Credits

Description

Law Review Internship. 1 credit. TOLaw Review Staff. 2 credits.

Prerequisites: Completion of first year and invitation predicated upon scholarship or demonstrated writing skills. Preparation of casenote; analysis and criticism of recent cases; citation checking and critical review ("spading") of casenotes or comments of others. May not be repeated. Graded Credit/Noncredit. Total credits obtainable for courses designated Law Review 656, 657, and 658 not to exceed four (4) credit hours.

Title 9200:657

Description

Law Review Staff. 1 credit. TOLaw Review Senior Staff. 1 credit.

Prerequisite: 656. Preparation of a comment or lead article of publishable quality. May not be repeated. Graded Credit/Noncredit. Total credits obtainable for courses designated Law Review 656, 657, and 658 not to exceed four (4) credit hours. A student who takes 657 cannot take 658.

Credits 9200:658

Prerequisite

Description

Law Review Editorial Board. TO 2 credits.

Prerequisite: 656 and election to Law Review Editorial Board. Performance of significant and appropriate editorial duties. May not be repeated. Graded Credit/Noncredit. Total credits obtainable for courses designated Law Review 656, 657, and 658 not to exceed four (4) credit hours. A student who takes 657 cannot take 658.

SCHOOL OF LAW

Adopted by the Faculty of the School of Law at its meeting of May 10, 1990 to be effective beginning the respective academic terms stated herein.

LS-91-01

School of Law

Effective Summer Session I 1990 and Thereafter

| | | |
|-------------|----------|---|
| Description | 9200:627 | <u>Commercial Law I.</u> 3 credits. Prerequisite: None. TO The Law of Negotiable Instruments and Bank Collections under Articles 3 and 4 of the Uniform Commercial Code. Includes an examination of Negotiable Documents of Title under Article 7 and a brief review of Negotiable Securities under Article 8. May be taken independently of 629 Commercial Law II. |
| | 9200:629 | <u>Commercial Law II.</u> 3 credits. Prerequisite: None. TO The Law of Sales and Secured Transactions under Articles 2 and 9 of the Uniform Commercial Code. Includes an examination of the impact of the federal bankruptcy law and the Federal Tax Lien Act on Article 9 security interests. May be taken independently of 627 Commercial Law I. |

Effective Fall Semester 1990 and Thereafter

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|-------------------|----------|--|
| Title Description | 9200:623 | <u>Administrative Process.</u> 3 credits. TO <u>Administrative Law.</u> 3 credits. Prerequisite: None. An examination of the role and operation of government agencies, including the procedures agencies are required to follow, public participation and hearing requirements, and the standards and mechanisms governing judicial review of agency decisions. |
| | 9200:661 | <u>Legal Control of the Environment.</u> 3 credits. TO <u>Environmental Law.</u> 3 credits. Prerequisite: None. An examination of major federal environmental statutes and pollution control programs, common law remedies for environmental damage, and policy issues involved in decisions concerning the environment. |
| Credits | 9200:657 | <u>Law Review Senior Staff.</u> TO 2 credits. |

Effective Spring Semester 1991 and Thereafter

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|----------|------------------------------------|
| 9200:633 | <u>Corporations.</u> TO 3 credits. |
|----------|------------------------------------|