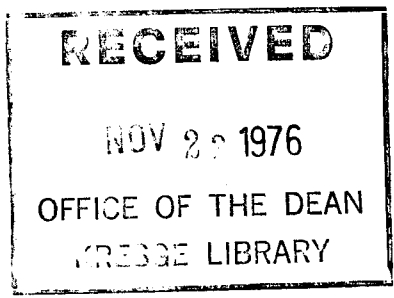


*Univ Comm. 2*  
*Booth*



MEMORANDUM

November 10, 1976

TO: Mr. George Matthews, Vice Provost  
University Senate Steering Committee

FROM: Professor Dan Fullmer, Chairperson  
Academic Policy Committee *DF*

SUBJECT: Annual Report for 1975-1976

(My apologies to the Steering Committee and to the University Senate for the tardiness of this report.)

This report includes some informal introductory comments followed by a detailed list with explanatory remarks of last year's activities.

The Academic Policy Committee met weekly through the Fall and Winter Semesters--and then some. In fact, count was lost of the numbers of joint meetings and subcommittee meetings we had with the Budget and Planning Committee while undertaking the unpleasant task of reviewing the position shift layoff. Throughout the year it was a pleasure to work with the interested and dedicated members of the APC, and especially with the Chairperson of the BPC, Professor Jackie Scherer--undoubtedly a very able, thoughtful, and concerned faculty member.

The student participation on the committee was moderate, with the exception of Ms. Gale Blank--a loyal member of the APC for several years. This year, however, I anticipate a change. It seems as if Mr. Don Fuller has arranged for active student members of the APC, as well as for an energetic University Congress.

At this time I am postponing comments about the overwhelming task it could be to chair the APC properly until I have the perspective of a second year in service. But, of importance to me to mention, and the one factor that makes holding the chair of the APC somewhat tolerable, is the evident commitment of the Provost's Office to using the governance structure for deliberations on important University matters and for advice to the administration. The extra efforts of the Vice Provost and the nature of last year's activities have resulted, I think, in a renewed faculty interest in the University Senate and in the functions of the assemblies and other committees. I hope in some way the interest is captured this year and in the future for evolving improvements to the University.

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The following is a list of topics taken up in order subsequently in this report.

1. Statistics Concentration
2. Operations Research
3. Training in Physical Therapy
4. Faculty Council for General Studies
5. Arithmetic Proficiency
6. Grading System
7. Spring-Summer Course Load
8. The "Witt" Matrix
9. Petitions of Exception
10. Questions about New-Charter College Courses
11. Community Service 205
12. Credits by Examination
13. Grade "Inflation"
14. Which Catalogue is Right?
15. Catalogue Format
16. P Grades
17. Academic Conduct Committee's Policies
18. Credit for Military Service
19. ad hoc Science Committee
20. Entry Opportunities
21. Course Rubrics and Renumberings
22. Veterans Administration Standards
23. The Calendar
24. The Oshkosh Plan
25. Position Shift Layoff

#### 1. Statistics Concentration

As a result of a thorough review the previous year by the APC and by the appropriate Committees on Instruction we submitted legislation to the Senate, which was passed, to establish the Statistics Concentration--the University's first to encompass more than one school. Each course in the program is controlled by a Committee on Instruction and the program is administered by a special Statistics Committee.

#### 2. Operations Research

A report was submitted to the APC by a committee established to form a coordinated program of study in Operations Research. It recommended that a separate concentration be established in the Provost's Office under the APC. The APC returned the report with the suggestion that an OR program take an administrative form similar to that of the Statistics Concentration. Professor Thomas Casstevens turned the OR materials over to Professor John Tower last spring. A new OR report is expected this fall.

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### 3. Training in Physical Therapy

As the next step in the development of programs in the health sciences the APC considered a proposed major designed to train physical therapists. Some revisions were worked out to allow for greater flexibility in a student's program. We forwarded the proposal to the Budget and Planning Committee with only tentative endorsement--tentative primarily because the proposed position shift layoff had just been announced. We thought the program should be implemented with the assurance of proper extra funding and not at the expense of other academic programs.

### 4. Faculty Council for General Studies

At the start of the year the APC delegated its "committee-on-instruction" duties for Learning Skills and New Charter College to the FCGS, subject to annual review. Simultaneously we stressed the libertarian nature of the BGS as intended by the legislation. The Council seems to have approved some modification of that intent. The APC is pursuing the matter further this fall.

### 5. Arithmetic Proficiency

At the St. Claire Inn conference the concept of an arithmetic proficiency requirement, similar to our writing proficiency requirement, was proposed by Professor George Feeman. We studied the current examinations given to prospective mathematics students and decided that the tests were too advanced for determining whether other students were "arithmetically illiterate." Consequently, the APC had a test designed at the level of our interest. The test was administered this summer by Ms. Judy Keegan to forty (40) volunteer freshmen. The results were not very encouraging and the APC is pursuing this fall the possibility of more elaborate testing procedures.

### 6. Grading System

We submitted legislation to the Senate to alter, slightly, the grading system. First, we proposed that the N grade be recorded on an undergraduate's transcript and that the WN grade not be recorded to coordinate undergraduate policy with graduate policy. The Senate approved that concept. We also recommended that the N grade be changed to a 0.0 grade. The Senate denied that change, but added that the WS grade also will not be recorded on an undergraduate's transcript. The University Congress at first objected to our original proposals so the matter went to a "conference committee." Since Senate action evidently assuaged student passions, it seems that the grading system has reached a new acceptable stage. In addition to those changes, the Registrar's Office has adopted a system that automatically converts an I grade to N when not changed by an instructor. The Registrar is also using a new symbol, instead of I, for an unknown grade.

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7. Spring-Summer Course Load

We reviewed the current policy of not restricting, except through advice, the number of courses a student may take in the spring or summer terms and concluded there should be no change. We did, however, decide that no single course could be offered in the spring or summer for more than eight (8) credits. Upon petition from the FCGS one exception for New-Charter College was allowed last year. (One of the new chairpersons of NCC has indicated an intention to reduce this year the number of credits granted for the course.) One oral request for an exception was received from a faculty member of the School of Education, which was denied.

8. The "Witt" Matrix

We reviewed the scheduling matrix and determined that so long as most courses were for four (4) credits, the current matrix provides the needed flexibility for our varied academic programs. After discovering that there were some empty rooms Monday and Wednesday mornings, we added new two hour modules for those times. We also moved the 5:30 p.m. and 7:30 p.m. evening sections to 6:00 p.m. and 8:00 p.m.

9. Petitions of Exception

We requested from the Committees on Instruction the statistics covering the nature and quantity of petitions of exception. We have received the information from the College of Arts and Sciences and from the School of Engineering. This year a small subcommittee will be formed to gather the rest of the information and to study the materials.

10. Questions about New-Charter College Courses.

We received a letter from Professor Joe DeMent that questioned whether or not an NCC course duplicated the English Department's efforts in teaching science fiction. We determined that the NCC course was not a literature course (and should not be considered one by students) and that the aims and activities did not overlap with the English Department's program. We also were forwarded a letter from Professor Jesse Pitts questioning the duplication in an extension NCC course for topics covered in one of his courses. We determined that the extension program was not in violation of policy in this or similar situations.

11. Community Service 205

We approved on a tentative basis that CS 205, Volunteers and Professionals in Criminal Justice, be offered during last winter followed by a report for our consideration and evaluation. The report has been received and the course appears to be worthwhile and successful.

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#### 12. Credits by Examination

Mr. Thomas Atkinson reported that there appears to be inconsistencies in the Senate legislation dealing with non-course credits. We advised him that he and Ms. Judy Keegan continue to interpret the policy as they have done in the past until the APC studies the matter in cooperation with the Center for General Studies and Career Development. This fall Professor Jim Ozinga is chairing a subcommittee to propose consolidated legislation for consideration by the Senate.

#### 13. Grade "Inflation"

Two years ago the Committee on Instruction, College of Arts and Sciences, in response to a request from the APC, began to analyze the distribution of grades for each department, not on the basis of GPA but in terms of percentage distribution of A's, B's, C's, and D's. Then it disseminated the information, which singled out those departments that appear to have out of line grading patterns. The Committee on Instruction, School of Education, has made a commitment to initiate a similar process this year. We feel the recent "holding patterns" (see OIR reports) is due in part to this process. We think that once there is university wide awareness of grading patterns in all the academic units, there will be greater consistency and more control in distribution of grades.

#### 14. Which Catalogue is Right?

Mr. Keith Kleckner called to our attention several problems that existed under the older legislation that said a student must meet requirements specified in the newest catalogue issued before her graduation. We proposed legislation, which the Senate passed, that holds a student to the requirements in the catalogue in effect at entry except as a student chooses a later catalogue--which should make things easier for everybody.

#### 15. Catalogue Format

We worked closely with the Vice Provost in reorganizing the university wide academic portions of the catalogue.

#### 16. P Grades

The Registrar's Office has been concerned about the misuse and abuse of P grades. We have requested that each academic unit submit a definitive list of courses for which a P grade is appropriate. So far we have such a list from the College of Arts and Sciences and the Schools of Engineering and Economics/Management. Perhaps the list will be complete this fall.

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17. Academic Conduct Committee's Policies

The Academic Conduct Committee passed some guidelines for faculty behavior in giving examinations, etc. Its chairperson requested an evaluation for potential conflicts with the APC. There were none. She was also concerned about enforcement. It was suggested there were adequate provisions in the Faculty Agreement for disciplining faculty misbehavior and that standing Senate committees should not get into the business of putting faculty members on trial.

18. Credit for Military Service

The APC agreed with the Academic Standing and Honors Committee that if a veteran had transferred sixty-two (62) credits, the four (4) credits granted for military service by the University should not prevent him from being considered for University Honors.

19. ad hoc Science Committee

As a follow-up to the "Historic SCI Dispute" a joint committee with members from the School of Education and the College of Arts and Sciences was established to coordinate general science courses. We don't know at this time if it is still active.

20. Entry Opportunities

The Department of Learning Skills has expanded its courses in reading and New-Charter College is offering a new course, "The Individual in the University." Both represent a slight expansion of course offerings useful to entering students. This year the APC, in cooperation with the Office of Student Services and with the FCGS, expects to develop a list of courses and programs that might be described as "entry opportunities."

21. Course Rubrics and Renumberings

The APC recommended approval of course renumberings offered by the Departments of Political Science, Economics, and Music as well as the use of MUA, MUE, and MUT rubrics for the Department of Music.

22. Veterans Administration Standards

The APC recommended that basic policies of the University not be altered to meet VA standards, but that the Veterans Office provide information to the VA where necessary.

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### 23. The Calendar

The APC mucked around quite a bit with various innovative calendar proposals that didn't sell in one quarter or another. Finally, however, a calendar for 1977-78 was developed by Mr. Kleckner that incorporates many of the APC concerns. It extends the calendar slightly further into August to slacken our breathless pace; it provides for a longer winter recess; and it gives an equal amount of instruction time to each scheduling module for each term. (see appendix for actual calendar)

### 24. The Oshkosh Plan

The initial reaction to the possibility of Oakland's converting to a calendar similar to the one at the University of Wisconsin Oshkosh indicates some major difficulties that include:

- 1) Continuous on line registration that would tie up our current computer capabilities;
- 2) Increased number of course preparations for many faculty, though not an increased number of class hours per week;
- 3) Total revision of engineering and science programs;
- 4) Reduced competitive edge in our Masters' programs.

Although the impetus for considering the Oshkosh plan was to find a way to convert to a three (3) credit system without overly increasing faculty workload, it appears as if the more appropriate time to change to a three (3) credit system would be when Oakland's faculty workload requirements are reduced. In the meantime, the Oshkosh plan should be kept on the back burner for consideration at a later date, for the Oshkosh experience has proved if chaotic at first also financially beneficial to UWO and intellectually stimulating to its faculty and students.

### 25. Position Shift Layoff

Upon recommendation from the APC and the Budget and Planning Committee the proposed position shift layoff was considered by the Senate. As a result of resolutions passed by the Senate, a long range planning commission has been established and the College of Arts and Sciences duly reviewed and debated its internal position shifts. Final debate in the Senate on the report from the College came to an end with a call for a quorum. Such an ending to the opportunity for debate and action by the Senate on the position shift layoff might indicate two things: 1) Senators lost interest in the issue; 2) The structure of the Senate is such that concerned members of the Oakland community cannot act with concerted effort as groups with common interests. In any case our report to the Senate also contained the following recommendations, many of which should still be considered by the appropriate bodies:

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#### List of Recommendations

1. On the basis of reviewing the constitutions of the organized faculties, the Academic Policy and the Budget and Planning Committees recommend that the organized faculties formulate in their constitutions explicit procedures for the suspension of programs of instruction or of academic units.
2. The Academic Policy and Budget and Planning Committees recommend that, for this proposed position shift layoff, efforts be made to implement wherever possible administrative reorganization to retain at Oakland University any tenured faculty member capable of useful instruction.
3. The Academic Policy and Budget and Planning Committees find that the situation resulting from the administrative structure of a single department seems to prevent flexibility in meeting the needs within Education. Therefore, we recommend that the School of Education consider reorganizing itself into separate academic units.
4. The general policy of greater equalization of teaching effort within the College of Arts and Sciences is perhaps desirable, but in light of the comments on academic units adversely affected by the proposed position shift layoff the Academic Policy and Budget and Planning Committees recommend that the extent of the policy be reconsidered by the College of Arts and Sciences.
5. Inasmuch as Oakland University is now undergoing a certain amount of financial difficulty and as there exists the proposed position shift layoff, the Academic Policy and Budget and Planning Committees recommend that the Department of Music and the Department of Sociology and Anthropology consider postponing their external searches for chairmen.
6. The Academic Policy and Budget and Planning Committees recommend that any new proposal to suspend the majors and other academic offerings of the Department of Classics be subject to full Senate debate only after the proposed position layoff internal to the College of Arts and Sciences is reconsidered.
7. The Academic Policy and Budget and Planning Committees recommend that the College of Arts and Sciences consider delaying some internal position shifts until the effective date 1978-79 so that a clearer picture of the enrollment trends within the College can be obtained.