

ACADEMIC COUNCIL

March 17, 2008

Library Room 104

4:00-5:30

Those present: Dr. Frank Novotny, Dr. Ed Crowther, Professor Margaret Doell, Dr. Carol Guerrero-Murphy, Dr. Kurt Keiser, Dr. Anthony Laker, Dr. Bill Lipke, Dr. Michael Martin, Dr. Matt Nehring, Dr. Aida Sahud, Dr. Mary Valerio, and Dr. Brent Ybarrondo

Absent: Dr. Kim Kelso, and Dr. Susan Varhely

Guests: Dr. Linda Reid

Announcements:

The Faculty Senate Structure vote has been completed and the new structure will mirror Academic Council with one representative per department.

Speech will not longer be required as part of ASC Gen Ed requirements. Dr. Novotny will meet with Dr.'s Crowther, Keiser, Kelso, and Martin to discuss area IV of the Gen Ed requirements and GOVT 291. Please sign and send your Summer Budget Adjunct sheets to Dr. Novotny. Dr. Novotny also announced that it looks like we will be under budget.

Dr. Novotny asked the chairs for updates on searches.

Dr. Novotny will be traveling on Friday March 21st.

Action Items:

Approval of February 4, 2008 Minutes

The minutes of the February 4 meeting were approved with the following correction requested by Dr. Nehring and change in wording submitted by Dr. Novotny:

Under "Discussion Items" +/- Grading "We do need to solve the "C" – "C-" and it was agreed that "C" and "C-" would be the same for now." will be revised to read as follows:

± Grading "We do need to solve the "C" – "C-" and it was agreed that "C" and "C-" would be the same for now." A grade of "C-" will be accepted for all requirements that now require a grade of "C". A 2.0 grade point average is still required to graduate. "

Additions to Agenda

F. MLK Day

G. ASC Road Trip

Discussion Items:

Handbook Committee

Dr.'s Martin, Reid, and Ybarrondo were present from the Handbook Committee and handed out a copy of the "Brief Summary of Changes/Modifications" to those present. One big area was the calendar. There was some discussion and the committee members present asked that comments be sent to them and stated that the next Handbook Committee meeting would be held on Thursday at 2:30PM in LIB 104.

Adjunct Hiring Process (Spring 09)

The "Adjunct Faculty Hiring Procedure" was handed out along with an example of the "Personnel Contract Recommendation" and the "Employee Information Sheet" by Dr. Novotny and it was noted that

new hires would need all forms attached to the PCR. Every PCR will need the “Employee Information Sheet” attached every term. Administrative Assistants have been instructed on how to fill the forms out and the procedure to follow.

Voluntary System of Accountability-assessment

Dr. Novotny handed out a copy of the VSA Background & Overview. He stated that there is a national push and this was just a head up. You can find more information at http://www.voluntarysystem.org/index.cfm?page=about_cp

Fall 2008 – built but not open sections (Field Code J), overloads

Dr. Novotny encouraged chairs to use the J Code when building their spring 09 schedules. By using the J Code courses can be built into the schedule and be ready if needed without allowing registration until needed.

Update from AC function subcommittee

Dr. Novotny has developed a survey and the subcommittee will meet again on April 9th.

MLK Day

The MLK Day observance should have academic content and participation needs to grow and improve. Positive suggestions should be turned over to Faculty Senate. Next years schedule has already been built and MLK Day can not be built in as a holiday.

ASC Road Trip

The ASC Road Trip will take place this Thursday and Eric Carpio has asked that departments be represented in groups. Dr. Novotny asked for input that he could send on to Mr. Carpio.

The meeting adjourned at 5:40PM

Respectfully submitted by,

Dodie Day

Administrative Assistant