

ACADEMIC COUNCIL
SEPTEMBER 18, 2006
LIB 305
4:00-5:30

Those present: Dr. Frank Novotny, Dr. Ed Crowther, Professor Margaret Doell, Dr. Carol Guerrero-Murphy, Dr. Amanda Jojola, Dr. Kurt Keiser, Dr. Kim Kelso, Dr. William Lipke, Dr. Mike Martin, Dr. Matt Nehring, Dr. Mary Valerio, Dr. Susan Varhely, and Dr. Brent Ybarrondo.

Absent: Dr. Kim Kelso.

Interim Provost Novotny opened the meeting by extending a welcome and asking each Council member to introduce themselves. He mentioned that the timeline for the Parsing Project has not yet been set. He reminded the Council to attend Dr. Mark Taylor's presentation on Wednesday. He stated that ASC has identified its first student to exceed their COF hours, and that in the near future we will need to write a policy on how we award scholarships. He also mentioned that Faculty Senate is working on a faculty accomplishment webpage that will be maintained by Ms. Dodie Day in the Assistant Provost Office. He mentioned that Extended Studies will discuss money for Department Chair stipends at the next Provost Council meeting

Action Items:

No Action Items.

Discussion Items:

Academic Calendar:

Ms. Donna Griego presented the proposed 07-08 Academic Calendar. She indicated that the previous proposal to begin school one week later was null and void. Due to prior commitments, ASC must offer a 2-day Fall Recess to accommodate the Mission of Mercy event scheduled in October. So that ASC can have the 2-day Fall Recess, the calendar must allow for adequate contact time. She mentioned that to begin school one week later, there wouldn't be sufficient contact time to allow for the 2-day Fall Recess. The proposed calendar mimics those of the past, where school begins around August 20, and will allow for a Labor Day; a 2-day Fall Recess; a Wednesday at Thanksgiving; and a day during Finals Week. The Council discussed the option of having one day off during Finals Week and consensus was that we take off the Monday of Finals week instead of the Friday. The Council discussed the option of allowing Martin Luther King Day off, and suggested that the campus provide events or an event in commemoration of the day.

Summer Schedule/Contact Hours:

Ms. Griego discussed the proposed contact time for Summer 2007. Again, the summer sessions term dates mimic those of the past. Regular session will allow for Monday through Thursday class days. The only dilemma that surfaced was the 4th of July holiday week. Because the 4th of July holiday is on a Wednesday, she asked the Council to offer suggestions on which days should be given off that week. The Council suggested that the Monday and Tuesday of the 4th of July week be allowed off. The contact time would be made up on Friday, July 6 of the 4th of July week and the following Friday, July 13

Academic Policy Review/Dissemination Process:

Ms Doell explained that a template has been created to catalog each academic policy and that a process needs to be developed to maintain these policies. The following policies were discussed: Academic Advising/PIN; Course Substitutions; Grad Applications/Degree Checks; Complete Withdraws from College. The Council stated that there are problems with Department Chair access to Faculty Web services, especially when giving overrides. They also discussed transfer coursework not being entered into Banner.

CUPA Information:

Interim Provost Novotny asked the Council to review the CUPA information that was distributed via email. He asked that each Chair review faculty descriptions and position numbers within their area and submit revisions to Ms Tracy Rogers in HR.

Academic Council Meeting Schedule:

Because Interim Provost Novotny must attend bimonthly CCHE Academic Council and GE25 meetings, he has scheduled one Academic Council and one Provost Council meeting monthly. He suggested that Chairs schedule additional meetings to review and discuss issues that can be brought to the monthly Academic Council sessions for formal approval. It was recommended that each Chair rotate as facilitator of these meetings and that Ms. Dodie Day provide secretarial services. The Provost Council will meet on September 25, October 23, and November 6. Dr. Novotny extended an invitation to the CFO, HR, and Student Affairs and a meeting location is still being determined.

General Education:

Due to issues related to the latest version of the General Education curriculum, the Council RECOMMENDED THAT GECC BE ASKED TO REVIEW the General Education curriculum, especially the additional 6 hours AND REPORT BACK TO THE ACADEMIC COUNCIL. IT WAS SUGGESTED THAT 3 hours (from Arts and Humanities) BE ADDED BACK IN AND THAT a Foreign Language option BE REVIEWED.

Performance Contract:

Interim Provost Novotny asked that the Council contemplate grade inflation on campus and that we need a set policy on how to monitor it.

Credit by Examination:

A Draft CCHE Policy was distributed via email prior to the meeting. Interim Provost Novotny indicated that the King Bill proposes that students be allowed to test out of general education courses, and that ASC must devise a procedure that allows students to do so.

Information Items:

Professor Doell made reference to approaching deadlines for Department Chairs.

With no further information items, the meeting adjourned at 5:50 p.m.

Respectfully submitted by,

Donna L. Griego
Program Assistant, Provost Office