

**Minutes
Academic Council
February 7, 2017**

Present: Barrios, Cwick, Gathman, Glackin, Hinkle, Jenkins, Kendrick, Kunkel, McAllister, McDougall, McGowan, Rogers-Adkinson, Schmidt, Wang, and Weller-Stilson.

Provost Karl Kunkel called the meeting to order at 3:00 p.m.

A. MINUTES:

Motion by Jenkins, seconded by Barrios, to approve the December 6, 2016. Unanimously approved.

B. ACTION ITEMS:

1. Film and Literature Minor:

Barrios moved and McGowan seconded consideration of a new minor in Film and Literature. Barrios invited Susan Kendrick to provide further explanation. Discussion followed. McDougall moved, seconded by Rogers-Adkinson, to table the motion pending completion of a library resource review. Motion to table passed unanimously.

2. Revised Curricular Forms:

Rogers-Adkinson moved, seconded by Jenkins, to approve proposed new curricular documents as a block: New Program Proposal Guidelines and Checklist, Program Change Proposal Guidelines and Checklist, New/Revised Minor Proposal Guidelines and Checklist, Course Approval Document, adding items 20-23 to the Instructions for Completing Course Addition/Revision/Termination Form, and adding items 17-20 to the Instructions for Completing Temporary Course Addition/Inactive Form. Discussion followed. McGowan moved, and McDougall seconded, tabling the Course Approval Document. Motion to table unanimously was approved. Discussion. Replacing “career relevance” with “relevance” was accepted as a friendly amendment as well as replacing item #18 on the Instructions for Completing Temporary Course Addition/Inactive Form with #21 on the Instructions for Completing Course Addition/Revision/Termination Form. Following further discussion the motion, with the exception of the tabled item, was approved unanimously.

C. INFORMATION ITEMS:

1. Introduction of the new Senior Administrative Assistant in the Office of the Provost

Kunkel introduced Misti Manco as the new Senior Administrative Assistant in Office of the Provost.

2. Proposal to Split the Department of Management and Marketing

Kunkel announced he and the President did not support the proposal to split the Department of Management and Marketing due to implied ongoing cost.

3. College of Education – International Students Proposed Admissions Policy

Rogers-Adkinson explained the policy. Discussion followed. McDougall, Jenkins, Rogers-Adkinson, and McGowan agreed to serve on a task force examining the policy and proposing a revision for consideration at the next Academic Council meeting.

The meeting adjourned at 3:50 p.m.