

**Minutes  
Academic Council  
October 6, 2015**

**Present:** Barnes, Barrios, Bratberg, Daly, Hinkle, Humphrey, Jenkins, Johnson, Kendrick, McAllister, McDougall, McGowan, Ortiz, Roeder, and Rogers-Adkinson

**Guests:** Toni Alexander, Linda Garner, Debbie Lee-DiStefano, Heather McMillan, Leslee Pollina, José Pons

**A. MINUTES:**

Upon a motion by McGowan; seconded by Rogers-Adkinson, the minutes of September 1, 2015, were unanimously approved.

**B. ACTION ITEMS:**

**1. Study Abroad Handbook**

McDougall explained that last year, a review was done of the processes and procedures for conduct of short-term study abroad experiences, and the result of that review is the Study Abroad Handbook. He noted this is primarily a guide for faculty who haven't participated in study abroad before. He would like to have Academic Council's endorsement of the handbook, before sending it out to departments that have interest in study abroad. Rogers-Adkinson moved to endorse the Study Abroad Handbook; seconded by Barrios. Rogers-Adkinson noted that she'd like to see a section added for someone stateside to have parent information in case of emergency, as she recently had an experience with students in Chile that were in a weather emergency and had no way to contact parents. She suggested adding a section to the Emergency page that addresses stateside emergency contact. McGowan pointed out that page 7, bullet 5 should read "You" instead of "They." Motion passed unanimously, with amendments to the Emergency page for a stateside contact, and the grammatical correction of page 7.

**C. Informational/Discussion Items:**

**1. BS Communication Disorders – Math Requirement change**

McDougall explained that Communication Disorders had a math requirement change, due to accreditation requirement changes. McGowan pointed out that MA118 is no longer taught, and should be removed from the course options. He also suggested that Communication Disorders list MA155 as the required course, as it satisfies the Logical Systems component, and their requirement for a statistics course.

**2. Master of Science in Clinical Psychology – New Program Proposal**

McDougall explained that there is a proposal that will be coming forward for a new Master of Science in Clinical Psychology. This program is an institutional collaboration with Ponce Health Sciences University, in Puerto Rico. The master's program will feed directly into Ponce's Doctorate of Psychology program, which will seek accreditation from the prestigious American Psychology Association (APA). He explained that the proposal was not brought forward for action at this time, as the financial portion is still being worked on. He expects the completed proposal to come to the Council for approval in November, as it needs to move forward in order to meet MDHE deadlines for review/approval for offering next Fall. McDougall also noted that Barrios, Pollina, and McMillan recently travelled to Puerto Rico to Ponce for discussions on the collaboration. Barrios noted that the group was graciously hosted by Dr. José Pons, who is at Southeast this academic year as a visiting professor.

#### **D. Other:**

1. McDougall explained that recent program proposals had come to Academic Council that needed several revisions. He asked that departments and College Councils pay closer attention to details on these proposals, so they are correct when they reach Academic Council.  
McDougall also explained that all proposals that come forward for Academic Council review/approval should have a cover memo with dates of approval by the Department and College Council.  
McDougall also explained that for any proposals that have significant revisions that impact other departments/colleges, the proposing department should contact the affected department to make them aware of the impact.
2. McDougall explained that the search committee for the Dean of Academic Information Services has been constructed, and will be chaired by Allen Gathman. A search firm will assist with the search, and is being identified. It is his intention to have candidates on campus during the Spring 2016 semester, when the new Provost will be on board, and will have input in the process.
3. Barrios noted that candidates for Provost will have on campus interviews the week of October 19<sup>th</sup>. McDougall pointed out there will be five candidates.
4. Hinkle reminded everyone that midterm grading opens on Friday, October 9<sup>th</sup> at 5:00 p.m., and that 1<sup>st</sup> 8 week grading opens next Wednesday, October 14<sup>th</sup>. McDougall added that he will adhere to the previous Provost's requirements for grades being in on time.

Upon a motion by McGowan; seconded by Barrios, the meeting adjourned.