ACADEMIC AFFAIRS COUNCIL

Minutes
TUESDAY, 29 NOVEMBER 2016
2:10-3:00 P.M. - 107 LABORATORY OF MECHANICS

Attendees: Dann Naegele (ARCH), Frank Peters (Chair, Academic Standards and Admissions), Anne Smiley-Owen (Chair, Student Affairs), Tim Bigelow (ECpE, Council Chair), Kathleen Waggoner (PolSci), Brad Skaar (Chair, Outcomes Assessment), Bill Dilla (ACCT), Cody West (Student Government)

Minutes recorder: Dilla

Dilla moved approval of minutes of 15 November, 2016 as corrected; Waggoner seconded. Passed unanimously.

Outcomes Assessment Committee Report – Skaar reported on the survey of US Diversity course outcomes. About half of instructors surveyed responded. 65% of responding course instructors responded that they covered two or more of the required US Diversity outcomes. Consensus of the Council is that Skaar will take the action step of sending an email to Associate Deans and department chairs with a list of courses that have not yet responded. These individuals will be informed that non-responding courses may be dropped from the U.S. Diversity list. Deans and chairs will have until the end of finals week (December 16) to respond to this message.

The Council next took up the new business of the proposed merchandising certificate. Skaar moved to approve; Dilla seconded. The motion passed 6-0. (Only 6 members were present as Peters left to attend another meeting.)

The council then proceeded to the unfinished business of Student Affairs Committee discussion on Dead Week policy. Ann Smiley-Owen presented the revised proposal. The sense of the council was to split the proposal into three parts: (1) name change from Dead Week to name to be determined, (2) no exam greater than 5% of the course grade may be given after Wednesday of xxxx week, (3) last exam of a course that is greater than 5% of the course grade may not be given during xxxx week. Dilla moved Waggoner seconded. The motion passed 6-0.

The meeting adjourned at 3:00 p.m.