1) Meeting was started at 8:00 AM by Chair, Frank Peters.
2) Frank Peters reported that the minimum grade requirement requested for CI 245 had been dropped by the department.
3) Minimum grade requirements for English – Frank Peters
   a. The Committee approved LAS request to set a minimum grade of C or higher in ENGL 250.
   b. Criminal Justice Studies, Dept. of Sociology has requested a special grade requirement of C or higher in 300-level English courses so that the English requirement is the same for both degree programs in the LAS Sociology department. Motion was moved, seconded and approved by the committee.
4) Guidelines for determining term of course offering – Diane Rupp
   a. The start and end date defines the term the course is offered.
   b. If course is offered in two terms, course should be offered the term the majority of the content is delivered.
      i. If course is offered in 2 terms, can select the term the course is offered.
   c. Motion was moved, second and approved to accept the guidelines for determining term of course offering.
5) Resolving requirements that are in the Catalog that have not been approved by ASAC or are in degree audits, but not in the Catalog – Frank Peters
   a. If requirements are in the degree audit, but not in the catalog, the requirement is not valid.
      i. Catalog and degree audits are contracts with students.
   b. Requirements on department websites are not valid.
   c. Catalog is the final say if there is a discrepancy related to requirements.
   d. 2012 – efforts were made to approve Catalog requirements.
   e. It was suggested to send a message to departments to ask departments to reconcile requirements with the catalog. Degree audits must reflect the catalog.
   f. Unresolved requirement:
      i. Apparel Merchandising & Design – Requirement of C- or better in all AEHSM courses has been approved.
      ii. Event Management (also in AEHSM)– requirement of C- or better in major – hasn’t been approved. Justification is needed for approval.
6) New ERP & Student Information System- Laura Doering
   a. WorkDay – the new ERP and Student Information System will be implemented in the next 2 year. HCM & Financial data – established by Work Day. Student aspect is still in development. Once new system is established, ADIN goes away.
   b. Diane Rupp – working with Steering Committee – which is looking at current policies and procedures that need to be improved.
i. Policies under consideration: Prerequisite checking and special GPA and grade requirements. Will initially identify 5-6 policies and procedures

ii. Subcommittees will be set up to review individual procedures and policies and bring back to committee for approval, and pass onto governance committee for approval, before implementing into system.

7) Requirement of C or better for ENGL 250
   a. College of Design announced it has approved requirement of C or better for ENGL 250
   b. Motion for C or better for ENGL 250 across the university was moved, seconded and passed for all students under the 2018 Catalog.
   c. Motion will be sent to Academic Affairs Committee (with data to support motion) for approval

8) Update of discussion from April. Motions which have passed Academic Affairs:
   a. Students transferring from a Community College need at least at 2.25 GPA unless that have received an AA degree
   b. Eliminate Summer Trial for students with RAI scores of less than 235. There will be summer trial in 2019. Recommendation to go to Exec. Board, the Faculty Senate.