



Meeting Minutes

Academic Council

February 5, 2013

Fireside Conference Room

12pm

Members: Darlene Bricker, Randy Bachmeier, Christine Cremean, Jay Howland, Lisa O'Neil, Rosalyn Templeton, Norton Pease, Lanny Wilke, Greg Kegel

Members Not Present: Larry Strizich

Guests: Lindsey Brown and Alisha Schroeder

Chairs: Rosalyn Templeton

Minutes: Debra Bradley

1. Meeting was called to order at 12:12pm
2. Lindsey and Alisha with Degree works and 5 Year Rule
  - a. BOR Policy is:
    - i. Guarantee that any postsecondary coursework taken within five years of being admitted or readmitted to the campus will be included in the transfer analysis of specific required classes in a major, minor, option or certificate.
    - ii. Guarantee that any postsecondary coursework taken within fifteen years of being admitted or readmitted to the campus will be included in the transfer analysis of general education coursework.
    - iii. Guarantee that any postsecondary coursework taken within fifteen years of being admitted or readmitted to the campus will be included in the transfer analysis of elective coursework.
  - b. Need to educate advisors about this policy
  - c. Motion was made to abide by the five year rule

- i. Second
  - ii. Discussion
  - iii. Question
  - iv. Passed with no opposing
- 3. 404 Application for Graduation or Final Degree Requirement Check Sheet
  - a. Effective date 04-12-2002
  - b. How is MSUN monitoring this policy
  - c. Break down into two different policies
    - i. Degree audit check at a certain hour
    - ii. Final application for graduation
  - d. Registrar's office to send out memos
  - e. Students need to meet face to face with advisors
  - f. Needs more looking in to.
- 4. 403.4 Curriculum Special Topics
  - a. Effective date 02-01-1980
  - b. The committee gave it a quick look over along with the hand outs
  - c. Motion to take it apart
  - d. Second
  - e. Question
  - f. Discussion
    - i. No more than 2 special topics at one time per area/per semester/per student
- 5. 403.5 Curriculum Independent Studies and hand outs
  - a. Make this separate from Special Topics
  - b. Change the end time to 10 days or three weeks
  - c. For every hour of this type of instruction there will be two hours outside with study
  - d. Move to the "true meaning" of independent study
  - e. Get the courses "in sync" with the catalog
  - f. Discourage students to take an IS late in the semester
  - g. Motion was made to keep this separate from ST
  - h. Second
  - i. Question
  - j. Discussion
  - k. Passed
  - l. All approved
- 6. 407 Curriculum: Credit Hour Policy (Draft New Policy)
  - a. Effective date 02-05-2013
  - b. This was approved at the last Academic Council Meeting on 01-19-13
  - c. Added logo
  - d. Last sentence
    - i. Academic Senate from Program Committee
  - e. Motion was make to make the changed
  - f. Second

- g. Question
  - h. Discussion
  - i. Passed
7. Incident Management List Academic Council EASN Meeting 01-28-13
- a. Flip Charts – does anyone have them?
  - b. Color Codes
  - c. Copy in every class room
  - d. Need an Academic Plan for Library Services
  - e. Get University Relations involved more
    - i. Make sure that person receive and sending out calls is tactful and sympathy to the situation
  - f. Taking these items to Chancellors Council
8. Tassel Colors
- a. Issues?
  - b. Motion to keep as is
  - c. Second
  - d. Discussion – at least 13 colors
    - i. Color of hood
      - 1. Institution
      - 2. Discipline
  - e. Question
  - f. Passed
9. Christine passed out packet just FYI
- a. Question one (1) area three (3) on the rubric
10. Updated time line
- a. Still on time so far
  - b. Get the lap tops out and start working!
11. Meeting adjourned at 1:35pm