Meeting Minutes

Academic Council

February 19, 2013

Fireside Conference Room

12pm

Members: Randy Bachmeier, Darlene Bricker, Christine Cremeen, Jay Howland, Greg Kegel, Lisa O’Neil, Norton Pease, Larry Strizich, Lanny Wilke

Member(s) gone:

Chairs: Rosalyn Templeton

Minutes: Chris Bond

1. Meeting was called to order at 12:05pm
   a. February 5, 2013 Minutes tentatively approved pending verbiage on item 4.f.i question — actual language “No more than 2 special topics at one time per student.” Should ‘student’ read ‘program’ and/or ‘discipline’ – checking on.
3. Policy 403.3 Course Numbering additions
   a. 1391 and 1591 – Continuing education courses, at the undergraduate and graduate level respectively.
   b. Motioned/seconded
   c. No discussion – called
   d. Voice vote – approved
   e. Back to UAC
4. Program plans-discussion point
   a. COTS have some sample program plans
   b. Discuss having program plans for each program – need to include being synchronized and aligned with everything touching it
c. Days and times need to be aligned
d. If offered online should be no conflict with face-to-face
e. Four year program listing each semester courses for advising
f. Scholarships sometimes need to be listed as Two year program/Four year program
g. Can registrar pull student numbers by program that have not taken remedial courses
   i. Interesting to know the numbers and where it needs to be tightened up
   ii. Matt can probably get that information
   iii. Build a bridge program maybe in the summer
h. EASN will work on program sheets like COTS
5. Policy 404 – Bachelor’s and Associates Degree Requirement – wording changed
   a. Establishes formal policy where students/faculty complete and sign a program sheet to ensure he or she is on track to finishing a bachelor’s or associate’s degree expeditiously
   b. Advising system – students will use the system when it is in place. Needs some form for online students
   c. Recommendations – Process initiated Associate degree good check at 30 credits first semester in second year (Fall). Bachelor’s Degree check at 60th credit.
   d. Degree check before bachelor’s degree credits of 75
   e. Associates degree – taken out
   f. Credit numbers changed
g. Crossed out general education sheet – leave program sheet
   h. Provost changed to Colleges’ Deans
   i. Cleaning up and bringing back one more time
   j. Adding signatures? Should have numerous signature including dates for recording purposes use in lieu of program sheet
6. Graduation Policy – Alisha will create basic graduation application policy. Usually in February.
7. Open faculty positions form – discussion
   a. Biology position – job description being worked on and being redefined
      i. For the 21st Century – current and up to date
   b. Health Promotion – need something creative for the program
   c. Runs up against Program Review currently going on
   d. James Edwards has interest in post-retirement contract
   e. Charles Siegel – his load is good, busy position – NOV out for this position
   f. Will Rawn would like post-retirement contract – same job fewer hours and developing online courses 6 credits for the year – will run $21000
   g. Virgil Hawkinson wants post-retirement – needed here one more year- he has put forward two options
   h. New positions – based on Program Review – Chancellor is interested
      i. Advertise outside of Montana
8. Topics list – look over
9. Program – being worked on
10. Keeping enrollment at Northern lower
11. Meeting adjourned at 1:35pm