

Academic Senate  
February 8, 2011  
4:00pm  
Incubation Center Conference Room

Members Present – Lanny Wilke, Provost Templeton, Janet Trethewey, Tom Welch, Darlene Sellers, Lisa O’Neil

Guest – LeeAnn Lee, Paul Tokarski

Call to Order – Lanny called the meeting to order at 4pm in the Incubation Center Conference Room

Minutes – the minutes from January 18, 2011 are approved and 2<sup>nd</sup> with changes.

Administrative Reports – none

Old Business –

- I. Deadline for curriculum process
  - A. The Senate decided that all changes need to be in by the 1<sup>st</sup> of May to the Registrar’s Office. The cut off to the Senate is the 1<sup>st</sup> of March. A memo needs to be sent out.
- II. Status of Mission Statement/Core Theme
  - A. Tom stated that they are in a state of limbo. They did receive additional members’ names from Larry. We need to refocus after the expansion of the sub-committee.
  - B. The Provost’ work groups should include staff and students. We have only received input from graduate programs, business department, and the executive board. Janet thought we should send out two versions to faculty and staff via email for ideas.
  - C. The work group is to come up with a version to send out instead of having three different versions. This would be less confusing. They will start with the Senate and then send campus wide. Jane Stuart and Jay Howland should be added to the committee.

New Business –

- I. New proposal regarding policy for undeclared majors
  - A. We are waiting for Lindsey Brown to clarify language regarding undeclared majors. When students reach the 90<sup>th</sup> credit, a degree needs to be declared with the students and their faculty advisor.
  - B. Lanny asked if waiting until the 90 credits is waiting too long as that is junior standing. Maybe we should look at students who complete their first year they need to either declare a major or take a class regarding career exploration. Lanny will ask Lindsey for the language.
- II. Proposals for Academic “Hall of Fame”

- A. Lanny has received good feedback, said that there is more traffic at the SUB. The student senate is looking at a Golden N board as well. Tom moved that the Senate approves the idea, Darlene 2<sup>nd</sup>. All approved the motion.
  - B. Student senate is working to do the 50<sup>th</sup> anniversary and maybe the Fireside Room would be a good display.
- III. Academic Proposals
- A. #10-04 – Tom motioned to approve the proposal, Darlene 2<sup>nd</sup>. No discussion; all approved.
  - B. #10-05 – Janet motioned to return back to originator to resubmit as a complete package, Tom 2<sup>nd</sup>. All approved motion to send the proposal back to submitter.
- IV. The policies we have in place, which guide our approval of new programs.
- A. Is there a policy?
  - B. The issue is the impact of a new program to the college/department.
  - C. There was also a question on Level I and Level II requirements. Level II is required for a new program. Discussion needs to happen at Senate level. There is an addendum that needs to be added to the curriculum guide.
  - D. Darlene recommends we get a policy in place for Level I and Level II. Lanny will look at this issue and get back to the Senate.
- V. The “Time-to-Degree Assurance Policy”
- A. This policy is for undergraduate students. There is faculty that was not aware of the plan of study requirement. The students are unaware of their responsibilities as well. We need to check the BOR policy. Janet will check on the banner degree check.
  - B. Unless we have a four year schedule following this policy will be very difficult. Add this issue on the old business for the next meeting. It was suggested to put the semester breakdown back in the catalog.

Announcements –

- I. IRB Committee met last week. They are getting a sub-committee together to do policies and planning together. They will have an outside member on the approval committee. Once the planning is done they will get people to serve on the approval board.
- II. The Provost gave an update on the Northwest Accreditation meeting. The business online degree was never approved. We need to look at Diesel Technology, Criminal Justice, and all the minors. Design Drafting is going into moratorium.

Lanny moved to adjourn the meeting.

Adjourned - Meeting Adjourned  
 Recording Secretary: Lourdes Caven  
 Minutes ACAD 02-8-11 5:25PM