

ACADEMIC COUNCIL

Minutes

November 12, 2020

Present: Charles McAdams, Vicki Bingham, Edwin Craft, Emily Dabney, Ellen Green, Leslie Griffin, Billy Moore, Christy Riddle, Jon Westfall

Absent: Beverly Moon, Jeff Slagell

Guests:

Call to order: A meeting of the Academic Council was held via Zoom on November 12, 2020. The meeting convened at 8:30 AM with Provost McAdams presiding.

Announcements:

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Minutes:	October 22, 2020	Approved.	
Informational Item:			
Curriculum Request Deadline Reminder	Curriculum/course changes are due in Academic Affairs by December 1 st .		
Action Items:			
Academic Calendar	A draft of the 2021-2022 Academic Calendar was presented. This calendar would offer fall break on Monday and Tuesday, October 11-12, 2021; Thanksgiving break will be Wednesday, Thursday and Friday only. Exams will be split on a Thursday/Friday and Monday/Tuesday schedule with Commencement falling on Friday, December 10 th , 2021. Motion to accept this draft of the 2021-2022 Academic Calendar was made and seconded. 8-approved, 0-nay, 0-abstention. Motion carried.	Approved.	
Discussion:	General discussion focused on the need to be flexible in document signing during the time we work remotely in December and the first week in January. OIT will send out options for staff to answer or return business calls during the time we work remotely. The expectation is that all academic leadership (chairs, deans, directors, and vp) and their secretaries should be accessible and responsive to phone calls and emails during the time we are working remotely.		
Adjourned:	9:32 AM		
Next Meeting:	Thursday, December 10, 2020 @ 8:30 AM		