

ACADEMIC COUNCIL
Minutes
May 19 & 20, 2021

Present: Charles McAdams, Vicki Bingham, Edwin Craft, Emily Dabney (Present 5-19; Absent 5-20), Ellen Green, Beverly Moon, Christy Riddle, Jeff Slagell, Andrew Wegmann (Present 5-19; Absent 5-20)

Absent: Leslie Griffin, Billy Moore

Guests: Tomeka Harbin, Chair of Management, Marketing & Business Administration

Call to order: A meeting of the Academic Council was held via Zoom on May 19, 2021. The meeting convened at 3:31 PM with Provost McAdams presiding. However, a power outage occurred during the Academic Council meeting on May 19th, so the Academic Council meeting reconvened via Zoom on Thursday, May 20th at 10:30 AM with Provost McAdams presiding. Dr. Andrew Wegmann and Ms. Emily Dabney were unable to attend at the reconvened time.

Announcements:

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Minutes:	April 22, 2021	Approved.	
Informational Item:			
Action Items:			
Course Fee Requests	<p>The following courses submitted a request for a new/adjusted course fee:</p> <ul style="list-style-type: none"> - DMI 202 & 203 – new fee amount: \$90 - DMI 303 – new fee amount: \$60 - DMI 403 – new fee amount: \$125 - GIS 512, 514, 580, 617, 631, 640, 642, 693 – new fee amount: \$200 - GIS 691 – new fee amount: \$66 - GIS 692 – new fee amount: \$133 - NUR 307 – new fee amount: \$285 - NUR 320 – new fee amount: \$55 - NUR 332 – new fee amount: \$556 - NUR 333 – new fee amount: \$319 - NUR 337 – new fee amount: \$232 - NUR 441 – new fee amount: \$350 - NUR 442 – new fee amount: \$225 - NUR 443 – new fee amount: \$346 - NUR 445 – new fee amount: \$270 	Approved.	

	- NUR 602 – new fee amount: \$315		
Graduate Catalog Use of Terms Concentration/Track/Emphasis	As recommended from the last Academic Council meeting, the term “concentration” should be used for all sub-units of degree programs in the graduate catalog to mimic the same terms from the undergraduate catalog. Motion to change all references from “track” or “emphasis” to the term “concentration” for all sub-units in the graduate catalog was made and seconded. 8-approved, 0-nay, 0-abstention. Motion carried.	Approved.	Emily Dabney
FERPA Policy Edits	In an effort to conform to the federal rules regarding directory information, a motion was made to include a student’s date and place of birth in the directory information provided for the University’s marketing purposes. However, this information would not only be available for university usage, but would also be available to any entity requesting the information since Delta State University is a public university. Releasing this information could expose students to marketing spam or possible security breaches. After discussing the possible security risks to students, Dr. Moon withdrew the motion.	Withdrawn.	Beverly Moon
Online Course Review Process & Rubric <i>All Action Items listed in this cell and below were discussed/approved on May 20, 2021.</i>	Prior to the pandemic, a course review for all online courses was performed. Once classes had to go online due to the pandemic, an expedited course review was put in place for fall 2020. The Office of Information Technology hired course designers with CARES Act funds to help with the process for the benefit of chairs and faculty. The DSU Course Review Plan sets an internal standard for all Online, Online Synchronous, and Hybrid courses. Improved course design will help students to persist to graduation in a timely manner. The course-review plan supports several tenets of DSU’s strategic plan: distance-education training, distance-education offerings, technology training, institutional-review process/accreditations/institutional effectiveness, IHL reports, recruitment, and student retention. Faculty who have completed training listed below during the 2020-2021 academic year do not have to take them again. After completing the training, faculty are to share the training certificate with their academic chair. The course review timeline for fall 2021 is as follows: <ul style="list-style-type: none">Monday, August 2 – Faculty teaching online will have completed “Online Course Review Training”.	Approved.	

	<ul style="list-style-type: none"> Monday, August 9 – Instructional Designers begin Level 1 Course Review. Monday, August 16, 12:01 a.m. – All courses are required to be published. Friday, August 20 – Instructional Designers will have completed Level 1 Course Review. Monday, September 13 – Faculty teaching online will have completed “Advanced Online Pedagogy” and “Next Level Course Design.” Monday, October 4 – Academic chairs will have completed Level 2 Course Review. <p>Motion to approve the DSU Course Review/Rubrics was made and seconded. 7-approved, 0-nay, 0-abstention. Motion carried.</p>		
<p>Revised Course Syllabus Template and Attendance Policy</p>	<p>Dr. Gray Kane, the Director for the Gertrude C. Ford Center for Teaching and Learning, obtained comments from chairs and faculty members about possible changes for the course syllabus template.</p> <p>Motion to amend the Attendance Policy to pre-pandemic wording was made and seconded. 7-approved, 0-nay, 0-abstention. Motion carried. This revised wording will also be reflected in the “Attendance” section of the course syllabus template.</p> <p>Some other suggested edits were the removal of the COVID-19 section for online courses, clarification edits, and other minor edits.</p> <p>Motion to approve the suggested edits to the course syllabus template was made and seconded. 7-approved, 0-nay, 0-abstention. Motion carried.</p>	<p>Approved.</p>	
<p>Curriculum Action Request – B.F.A. – Art</p>	<p>A Curriculum Action Request form was submitted to reduce the credit hours from 30 to 27 for the BFA – Arts - Crafts concentration in order to create consistency for the BFA degree.</p> <p>Motion to accept the change from 30 to 27 credit hours for the Crafts concentration of the BFA – Art degree was made and seconded. 7-approved, 0-nay, 0-abstention. Motion carried.</p>	<p>Approved.</p>	<p>Ellen Green</p>

Discussion:			
Adjourned:	11:17 AM		
Next Meeting:	Thursday, June 10, 2021 @ 8:30 AM		