

# ACADEMIC COUNCIL

## Minutes

**August 22, 2019**

**Present:** Charles McAdams, Vicki Bingham, Dave Breaux, Edwin Craft, Emily Dabney, Leslie Griffin, Beverly Moon, Cetin Oguz, Christy Riddle, Jeff Slagell

**Absent:** Billy Moore

**Guests:** Clint Wood for Billy Moore, Dr. Megan Smith

**Call to order:** A regular meeting of the Academic Council was held in the Janice Wyatt Conference Room on August 22, 2019. The meeting convened at 8:31 AM with Provost McAdams presiding.

**Announcements:**

Agenda item	Comments/Discussion	Action taken	Responsible party
Approval of Minutes:	July 25, 2019 <b>Approved with submitted edits.</b>	<b>Approved.</b>	
<b>Informational Item:</b>			
<b>Action Items:</b>			
Distance Education Policy	A revised version of the Distance Education policy with the most current practices was presented. AC will vote on the policy at the next scheduled meeting. In the meantime, all edits should be forwarded to Provost McAdams and Hayley Murrell.  Special compliments were paid to Dr. Chris Riley on his excellent leadership of the Distance Education Committee and the revisioning of the DE policy.		
Financial Aid: Requiring Last Date of Attendance for Grades of I	Emily Dabney, Registrar, and Megan Smith, Director of Financial Aid emphasized the importance of using I grades appropriately. “The letter grade I indicates that work is incomplete due to providential causes that kept the student from taking the final examination.” Current policy states that the grade of I must be removed within 12 months or it will automatically become a grade of F.  <b>Motion to require faculty to enter the last date of attendance when reporting I grades, and an I grade must be converted within 6 months or it will become an F was made and seconded. 9-approved, 0-nay, 0-abstention. Motion carried.</b>  This practice will take effect immediately. Deans will remind chairs about the appropriate use of the I grade. Faculty should not give a grade of I without first notifying their chair. Chairs should ask faculty why a grade of I is necessary as the “I” grade is reserved for a very small number of cases. If the grade of I is	<b>Approved.</b>	Emily Dabney

	<p>warranted, the last date of attendance is required. The faculty granting the grade of I will set the deadline when the work can be completed within the six month timeframe, otherwise the I will convert to a grade of F.</p> <p>Emily Dabney will edit the Grades and Credits Policy to reflect the change and bring it before AC in the near future.</p>		
<b>Discussion:</b>			
Student Load	<p>The student load regulation in the undergraduate catalog states “Sixteen academic hours is considered the normal load each semester. Students with quality-point averages of 2.5 for their previous semester of residence may be allowed to take eighteen hours of academic work if they secure approval of their advisor. Students with quality-point averages of 3.5 for their latest semester of residence may be allowed to take more than 18 academic hours if they obtain permission from the department chair in which they are majoring and the appropriate college or school dean.” However, the regulation from the catalog is not being followed. The consensus agreed that students should be able to take up to 19 hours, therefore Edwin Craft would research the possibilities of capping registration at 19 hours, and students would be required to seek approval from their advisor, chair and/or dean for any hours over 19.</p> <p>Emily Dabney will edit the student load section of the catalog and bring back to AC for further review.</p>		Emily Dabney
AA Visioning Principle Goals	<p>Provost McAdams presented the Academic Affairs Visioning Principle Goals that he will be taking to Cabinet soon:</p> <ul style="list-style-type: none"> <li>• Visioning Goal 1.1 Increase retention and graduation rates</li> <li>• Visioning Goal 1.2 Increase opportunities for enhanced academic experiences</li> <li>• Visioning Goal 1.3 Improve the quality and consistency of online courses</li> <li>• Visioning Goal 4.1 Increase summer enrollment</li> <li>• Visioning Goal 4.2 Increase graduate enrollment</li> </ul> <p><b>Motion supporting the visioning goals was made and seconded. 9-approved, 0-nay, 0-abstention. Motion carried.</b></p>	<b>Approved.</b>	
IHL Policy 523 – Applied Baccalaureate Degree	<p>The applied baccalaureate is a four-year bachelor’s degree that builds upon a technical or applied associate degree which will provide a pathway for adults to advance in their careers in their workplace. Offering the applied baccalaureate degree will allow the University to accept technical credit.</p>		

	Provost McAdams will ask the General Education Committee to make recommendations for the general education hours for the new baccalaureate degree.		
<b>Adjourned:</b>	10:33 AM		
<b>Next Meeting:</b>	Thursday, September 12, 2019 @ 8:30 AM		