

**Academic Policies and Procedures
Agenda
Friday, December 4, 2009 2:00pm
UCC 210**

Name	Present	Absent
Donohoe, Janet	X	
Dufoor, Leanne	X	
Hooper, Mary	X	
Gerhart, Hannes	X	
Pearson, Meg		X
Swamy-Mruthinti, Satyanarayana		X
Chadwick, Nan	X	
Brown, Cheryl	X	
Luo, Fenqjen ("Jen")	X	
Nazzal, Allison		X
Smith (Rogers), Shelley L.	X	
Aldrich, Michael		X
Johnson, Robert ("Bobby")	X	
Lingrell, Scot	X	
Roberts, Quinderious ("Quin")	X	
Haley, Donna	X	
Hester, Mike		X

Also in attendance: Kathy Kral, Michael Richardson (ITS)

1. Meeting called to order at 2:00 pm by Chair, Janet Donohoe
 - a. Approval of minutes from November 6, 2009 meeting
 - i. Motion passes with no objection
2. Michael Richardson from ITS discussed revamped ITS SEI
 - a. Discussion ensued regarding online SEI: CourseEval versus Banweb
 - i. Vote taken: 8-Banweb, 2-CourseEval
 - b. Possibly do trial run in Spring 2010, allow instructors to choose between paper and online.
3. Discussion regarding changes to Faculty Handbook regarding SEI
4. Donna Haley and Scot Lingrell discussed Graduation Policy changes
5. New Business
 - a. Possible change to Undergraduate Academic Policies: declaration of major at 60 credit hours. Possibly strike highlighted sentence ("A declaration of a pre-major... will not fulfill this requirement.")
 - b. Will put on January meeting agenda for a vote
6. Next meeting scheduled for January 15, UCC 210, 2:00 pm
7. Meeting adjourned at 3:15 pm