

Associate Dean Council
September 7, 2017
Minutes

IN ATTENDANCE:

Victoria Vega, CMFA
Angie Hoffer, CoBu
Uriel Quesada, CAS
John Head, Admissions
Kathy Gros, Student Records
Michael Rachal, Student Records

OLD BUSINESS:

1. Review and Approve minutes from August 3, 2017 meeting.
Minutes approved.

NEW BUSINESS:

1. Review of Academic Calendars and Grids – Michael Rachal and Uriel Quesada

Michael Rachal and Uriel Quesada explained the new proposal behind the 2018-2020 academic calendars: 14-week semesters, longer class-meeting times, more time to serve students on probation and suspension at the end of fall semesters and the possibility of adding a January 2-week term (J-Term) as well as a May 2-week term (M-Term).

Members of ADC asked questions and expressed several concerns:

- a. Is the J-Term intended for regular classes? Some members of ADC think that a J-Term works well for study abroad programs only.
- b. There are some financial aid issues involved when you add a J-Term or M-Term. Have those issues been taken into consideration?
- c. Have the initiators of this proposal met with the 8-week session workstream to discuss the implications of reducing those terms to 7 weeks.
- d. How M-Term is going to affect current Academic Actions policies?

ADC approved the Summer 2018 and Summer 2019 academic calendars. The Council decided to postpone the approval of the others calendars (fall 2018, spring 2019, fall 2019 and spring 2020) until the initiators of this initiative provide more information.

2. New FERPA Policy – Kathy Gros

Beginning this fall, the university has to implement a new policy regarding parental access to their children's academic information. The automatic opt-in to academic information will be eliminated, and students have to use LORA to opt-in their parents. Marketing will send an email to students when IT makes the necessary changes in the system.

3. Academic Integrity Issues and Policies – Angie Hoffer

Angie Hoffer informed ADC about the Academic Policy committee that Dr. Roger White is currently coordinating. This committee will revise policies such as Academic Integrity, Incompletes, etc. A particular focus is contradictions between similar policies. The committee includes the following people: Angie Hoffer (CoBu), Kendra Reed (AIC), Tommy Screen (President's Office), Roger White (representing the Provost's Office), Maria Calzada (CAS), Uriel Quesada (CAS), Vicki Vega (CMFA), Mary Algero (Law) and Kathy Gros (Student Records). Final recommendations must be submitted by November 1st.

4. New Procedure for Course and Program Approval – Uriel Quesada

Uriel presented a report about the new online forms for course and program proposals to College Curriculum Committee and UC&CC. For courses, the following link can be used: <https://secure.loyno.edu/academicaffairs/course-proposal/> CAS is implementing a Google Doc system for programs.

5. Interdisciplinary Studies as a Second Degree – Kathy Gros

Kathy and Uriel presented the case of a student that got a BA a few years ago and is currently pursuing a second degree in Interdisciplinary Studies. However, the student just needs a few courses and his status is "non-degree seeker." The item was tabled.