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# Academic Council Meeting Minutes

Friday, December 6, 2019

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## Call to order

A regular meeting of the Academic Council was held at 9:00am in Room V-216 on Friday, December 6<sup>th</sup>, 2019.

Voting members in attendance included Ajani Burrell, Beylul Solomon, Jesse Pangelinan, Johnny Aldan, Kathy Winkfield, Lisa Lunde, Marji Tarope, and William Hunter.

Voting members not in attendance: Alfredo De Torres, Barbara “Bobbie” Hunter (Proxy = William Hunter), Christine Inos, and James Kline (Proxy = Kathy Winkfield), Velma Deleon Guerrero (Proxy = Kathy Winkfield), and Zerlyn Taimanao.

Guest: Dean Charlotte Cepeda

Meeting was called to order at 9:16 am.

## Adoption of Agenda and Minutes

The agenda was presented to the council by Ajani Burrell. Ajani Burrell asked to address the *Board Credit Hour Policy* under *Old Business (d)* first since Dean Charlotte was already present at the meeting. A motion to adopt the agenda with changes was made by Beylul Solomon. The motion was adopted unanimously.

The minutes for the November 22<sup>nd</sup>, 2019 minutes were presented by Ajani Burrell. Minor modifications were made under *Reports (c)* and *New Business (b)*. A motion to adopt the minutes with changes was made by William Hunter. The motion was adopted unanimously.

## Announcements

- a. None.

## Reports

- a. None.

## Old Business

- a. Course Assessment Plan supplemental documents and planning
  - a. This agenda item was tabled.
- b. Self-Study Subcommittees
  - a. Ajani Burrell asked Dean Charlotte Cepeda whether the council could get an extension on their self-imposed deadline to submit the self-study by the end of the fall semester. Dean Charlotte Cepeda stated that since the awareness of the self-study report came to Academic Council at a later date, and as long as there was movement on the report and the integrity of the report was maintained, it would be fine to extend the deadline.

- a. After a brief discussion with the council, members present agreed to submit the self-study subcommittee reports by Friday, January 10<sup>th</sup>, 2020.
- c. LH & SMHA & SSFA SLO Mapping
  - a. This agenda item was tabled.
- d. Board Credit Hour Policy
  - a. The Board Credit Hour Policy was reviewed by the council and they gave the following feedback:
    - a. Add where “section 600.2” and “600.24” came from at the beginning of the document; contextualize or delete the WSCUC Accreditation section; delete “a consistent measure of quality of a student’s academic engagement by defining a credit hour” and say “establishing a Carnegie unit” instead; move description that relates to the amount of work that is represented further down; and delete paragraph that states that “credit hour is defined as 45 hours...” since that was already established in the previous paragraph.
    - b. A motion to adopt the Board Credit Hour Policy with changes was made by Beylul Solomon. The motion was adopted unanimously.

**New Business**

- a. None.

**Course Guides and Individualized Degree Plans for Review**

- a. None.

**Adjournment**

The meeting was adjourned at 10:10 am.

Beylul Solomon

January 31, 2020

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Secretary

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Date of approval