

## **Academic Council Meeting Minutes** **April 15, 2004**

- 1) Review and adoption of previous meeting minutes
  - a) April 8, 2004
- 2) Review and adoption of April 15, 2004 agenda
- 3) Old Business
  - a) School of Education
    - i) ED110 Introduction to Teaching and Participation CG
    - ii) Elementary Education IDP
- 4) Other Issues
  - a) Course guide template
  - b) Course guide web template
- 5) New Business
  - a) Languages course guide
    - i) EN 111 Report Writing for Law Enforcement
- 6) Schedule of next meeting

**Members present:** Tom Colton – Languages & Humanities, Lois Gage – Nursing, Tony Satur – Human Performance & Athletics, Glenn Keaton – Sciences, Math & Vocational Technology, Ed Lieberman – School of Education, Lynda Rowe – Social Sciences and Fine Arts, and Jeff Willden – Business.

**Members absent:** None

**Staff and Faculty present:** Lourdes Villazon as recorder.

Academic Council Chair Glenn Keaton called the meeting to order at 1:11 pm.

- 1) Minutes  
The April 8, 2004 minutes were accepted without changes.
- 2) Agenda  
The April 15, 2004 agenda was accepted without changes.
- 3) Old Business
  - a) School of Education
    - i) Intro to Teaching and Participation CG  
Item tabled.
    - ii) Elementary Education IDP  
Department will get clarification on a few items; will resubmit at the next meeting.
- 4) Other Issues
  - a) Course guide template  
No new issue.
  - b) Course guide web template  
Anticipate using the template this summer.

5) New Business

a) Languages course guide

i. EN 111 Report Writing for Law Enforcement

The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **EN 111 “Report Writing for Law Enforcement”** with pending changes.

6) Schedule of next meeting

The next meeting is scheduled for April 22, 2004. The meeting adjourned at 1:50pm.