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# Academic Council Meeting Minutes

Friday, September 14, 2018

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## Call to order

A regular meeting of the Academic Council was held at 9:00am in Building J-1 on September 14, 2018.

Voting members in attendance included Ajani Burrell, Barbara “Bobbie” Hunter, Beylul Solomon, James Kline, Jesse Pangelinan, Kathy Winkfield, Lisa Lunde, Marji Tarope, William Hunter, and Velma Deleon Guerrero

Voting members not in attendance: Alfredo De Torres, Christine Inos, Ermelinda Oneto, and Zerlyn Taimanao

Non-voting members in attendance: Manny Castro

Meeting was called to order at 9:06 am.

## Adoption of Agenda and Minutes

The agenda was presented to the council by Ajani Burrell. He informed the council that the agenda item under New Business (*Course Assessment Plan*) would need to be tabled for a future meeting since he wasn’t able to meet with Dean Charlotte Cepeda. A motion to adopt the agenda was made by Lisa Lunde. The agenda was adopted unanimously.

The minutes from the August 31<sup>st</sup> meeting were presented to the council by Ajani Burrell. Changes made to the minutes included adding proxy information for council members and correcting a statement for the *Spring Schedule*. A motion to adopt the minutes with changes was made by Lisa Lunde. The minutes were adopted unanimously

## Announcements

- a. None.

## Reports

- a. None.

## Old Business

- a. Independent Study Proposal
  - i. This agenda item was tabled.
- b. Procedure No. 4012.1 – Academic Probation and Suspension
  - i. Council members’ feedback from the previous Academic Council meeting for *Procedure No. 4012.1* were discussed. Ajani Burrell suggested adding definitions for various terms (i.e. Satisfactory Academic Progress). Marji Tarope stated that she will add definitions to the bullet points under “Academic Review and Referral”.

- ii. Ajani Burrell asked for clarification on *Appeal Decisions* since it currently states that if a student is suspended and they appeal the decision and are granted to take classes again, their status should be changed from “Academic Suspension” to another term to signify that their suspension status (i.e. not being able to enroll for a semester) has changed. James Kline suggested using the term “Conditional Suspension” for these types of cases and council members agreed with the suggestion. Ajani Burrell added that there needs be clarification to the appeals procedure to include that if a student appeals and is put on Conditional Suspension and they still don’t meet the conditions of their appeal, they will have to take a semester off. Marji Tarope agreed with the suggestion and stated that upon the student’s return from Academic Suspension, they will be placed on Academic Probation.
- iii. In addition, there was a recommendation to remove “probation” from the *Appeal approved*” section since the appeal is only relevant for Academic Suspension.
- iv. After much discussion, council members agreed that Satisfactory Academic Progress will be defined as “based upon the conditions set by the Dean or Director.”
- v. A motion to adopt the procedure with changes was made by Beylul Solomon. The motion was adopted unanimously.

**New Business**

- a. Course Assessment Plan supplemental documents and planning
  - a. This agenda item was tabled.

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

- i. Human Behavior and the Social Environment (SW 250): James Kline reported that Thomas Sharts would not be attending the meeting to present the course guide. Thus, this agenda item was tabled.

**Adjournment**

The meeting was adjourned at 9:59 am.

Beylul Solomon	September 28, 2018
Secretary	Date of approval