

_____ M. Allen, D. Barbeau, G. Barker, E. Blessing, M. Bultas, E. Carnaghan, R. Cole, S. Cooper-Sadlo, T. Gasmi, J. Glassma, J. Haugen, D. Lohe, S. Mudigondi, A. Rellergert, S. Steadman, L. Sweetman, N. Westhus, R. Wood

_____ Paul Vita and Debbie Pike

_____ R. Wood called the meeting to order at 9:00am.

_____ Minutes from the January 10, 2019 meeting were unanimously approved.

_____ Gary presented the proposal. Couple questions were asked – 1) regarding grad courses – Gary advised the grad courses will only apply to electives within the major – not going towards any currently specific course – only major. 2) A question regarding the GPA – 3.0 is the requirement in the French work only.

_____ Similar to the French proposal – all was good no discussion

_____ Would like to see side by side of elective hours. Possibly put a column for any courses

_____ Paul Vita advised after the January meeting he made the changes that were in question. Just to refresh everyone these were the items in question – they all have been changed or clarified.

- Question regarding the Minor where it states N/A college/school approval – Dr. Wood would like to change to needed
- Section 7.0 - Accreditation isn't clear – remove the word available in first sentence and change the last sentence add maintaining/seeking accreditation.
- Section 4.4 – Debbie had a question – after much discussion it was decided to leave as is
- Section 5.1 – Debbie had a question – but again after discussion it was decided to leave as is

_____ simple form – where everyone agrees – faculty member, department chair, to Dean, to the Provost, to the President, to Board of Trustees – if that's the case this is the form. It was suggested to put that somewhere on the form, so people know. Other suggestions – to put a departmental vote – maybe approval section. Another suggestion change Department Chair to Department Chair/Program Director in approval signature area. Put Faculty Council signature between Chair and Dean. It was suggested to create a survey, then was decided that wouldn't be beneficial, they will remove. Was suggested that when a

Program closes please include the library so they know. Under Required Attachments it was suggested to cut Report of Impact on University resources – if want somethings specific put it on the form. Dr. Wood will change the wording in title so it is very clear when this form should be used – it will be his best work ever!!! Had line that has certificates/minors/majors and others in Types of Degrees Offered.

_____ Jay sent out a packet and discussed – this is only a draft

- Attendance – was suggested to add First Responder AGENCY, however Jay says Agency brings in a whole different meaning. It was decided to capitalize FIRST RESPONDERS
- Short-term Absences – this sentence is a little confusing – put a period after absences in the first line
- Care and Concern was questioned - this could affect both short term and extended absences
- Short term Absences needs to be written and Jay to do some research on and resend
- Concern that no line in the attendance policy proposal for attendance for online courses. Going to speak with Tracy Chapman regarding this
- Under Authorized Absence Activities – first two paragraphs confusing. Would like