

Idaho State University
Academic Standards Council
Minutes

Wednesday, September 10, 2008
3:00 PM
Faculty Senate Conference Room, REND 301

In Attendance: Enos, A. Frantz, B. Frantz, Johnson, Mickelsen, Selvage (Chair), Steiner, Stowe,
Excused: Ford, Krumwiede, Swetnam
Absent: Wabrek
Non-voting: Hertz, McKenzie, Wallace (Recording Secretary)
Guest: David Delehanty, the Faculty Senate Chair

1. Introductions

Selvage opened the meeting; Council members introduced themselves.

2. Guest speaker: Dr. David Delehanty, Chair of Faculty Senate

Delehanty urged faculty to exercise their voice in governance and to support the new administration, as long as they recognize the importance of faculty in the governance structure and in the university. Faculty have tenure, which provides the academic freedom to protect scholarship and teaching from the interference of legislators or others. It also protects the service component, by which faculty serve to govern themselves. Delehanty reminded the Council that Faculty and Administration are not adversaries; they work together to build and strengthen the university, promote the overall welfare of the university and to solve problems.

Faculty have profession-based authority and purview over: 1) establishing curriculum; 2) determining degree requirements; 3) determining eligibility for joining faculty ranks; 4) determining eligibility for tenure; 5) determining eligibility for sabbatical; and 6) for evaluating university administrators.

A handout on ISU's Faculty Governance system was passed out to members. Delehanty briefly reviewed the Faculty Senate's and Councils' purpose in communicating and working with Administration and the other university constituents represented on the Councils. One of the standing charges the Academic Standards Council has is to help promote advising and retention of students, which will be of great importance this particular year. He urged the Council to focus on the **new advising and retention policies currently being drafted** as part of their work this year.

In answer to Stowe's question, Delehanty replied that Faculty Senate is the entity that issues charges to the Council, but if the Administration brings a charge the Council should work on the issue, **but reports its findings and recommendations to the Faculty Senate**. The Senate is the body that forwards Councils' work and recommendations to the Administration. Councils may also generate their own initiatives to work on, again reporting findings to the Faculty Senate. The faculty is regaining its feet in the governance structure and so far has been working well with the Administration. This year will be particularly important in setting the tone for years to come. The Council thanked Delehanty for coming.

Selvage thought the Council's annual Activity Report summarized its work and purpose quite well. There will be several new charges coming from Faculty Senate this year as well as older business to finish up. Selvage mentioned a few changes he wanted to make in running meetings this year:

- Meet longer each time, and more frequently if needed in order to get the work done.
- Avoid using acronyms and better explain the main points of issues at the outset to those members who are unfamiliar with them.

3. Minutes from February 27, April 9, and April 30, 2008

ACTION: A. Frantz moved to approve the minutes of February 27, 2008. Seconded by Stowe. No discussion; the motion **passed** and the minutes were **approved**.

ACTION: A. Frantz moved to approve the minutes of April 9, 2008. Seconded by Mickelsen.

Discussion: A. Frantz suggested adding to **Item 3.d.** the actual wording of the Academic Policies that was approved by the Council to the minutes for historical record. Johnson pointed out that Hertz' name was misspelled. It was clarified that the Technical Credits electives were limited to 8 credits. McKenzie also said that the maximum Technical credits applied to academic transcripts was 58 credits.

The vote was taken and the minutes were unanimously **approved with the above change**.

ACTION: Moved by Stowe and seconded by Johnson to **approve the minutes of April 30, 2008**. No discussion, the motion **passed**.

4. Activities Report 2007-2008

There were a few corrections on page 2 made over the summer to Livingston Friedley's draft to reflect the actual discussion regarding committee membership and quorum numbers.

ACTION: Moved by Mickelsen and seconded by Stowe to **approve the Activities Report**. No discussion. The motion **passed**.

The **three sets of Minutes and the Activities Report will be forwarded to Faculty Senate** for their consideration on September 15, 2008.

5. Continuing Business

a. Revised draft Early College Program questionnaire for Departments and Faculty

Revisions had not yet been received from Academic Affairs Office; this item was **tabled** until the next meeting.

b. Scholastic Appeals Board and Academic Dishonesty Board

Selvage gave a brief summary of the functions and procedures of the Scholastic Appeals and Academic Dishonesty Boards. The Board Chairs are selected from members of the Academic Standards Council.

ACTION: Marcella Enos volunteered to serve as Chair of the **Scholastic Appeals Board**. Dennis "Raz" Stowe agreed to serve as Chair of the **Academic Dishonesty Board**. The faculty at large will be notified through Faculty Senate and names of faculty members who volunteer to serve will be collected into a pool to be drawn from in case one or both of the Boards is called to hear a case that year.

Procedural changes proposed: Selvage and B. Frantz had worked last spring with Jim Fullerton from Student Affairs on revising the procedures for the Scholastic Appeals Board to address problems Selvage had encountered while serving as Chair of the Board. The Council had reviewed their suggestions and asked them to change the procedures for Academic Dishonesty Board as well so the two sets would match. A. Frantz had added further suggestions over the summer. Selvage is putting the revisions together for the Council to review in the next meeting. He also will **invite Jim Fullerton to come to the October 15th Council meeting** to discuss the issues, answer questions and give feedback.

McKenzie said she had two pending cases of deliberate transcript omissions and wanted Council's guidance as to whether those would be considered Academic Dishonesty or an *act* of dishonesty – the distinction was important and would have a direct bearing on which entity would deal with the matters. Johnson read aloud Part 6, Section 9 Student Conduct of the Faculty/Staff Handbook, according to which the omissions were clear violations of the Student

Conduct. **McKenzie will write a letter to the Student Conduct Board** citing the omissions as acts of dishonesty.

6. New Business

a. New Charges from Faculty Senate:

1) **Converting Exams to Credits proposal by College of Technology**

Selvage said Curriculum Council had questions about the proposal and wanted this Council to review the policy to see whether the proposal's request for work experience and exams to count toward *academic* credit fit with the policy's intent. McKenzie clarified that all programs must be treated the same by the university. She will **put together a package of relevant materials** that will demonstrate the types of things the Registrar's office has been asked to do; **she needs guidance from faculty** as to how they want it dealt with. **Selvage will invite Jennifer Attebery** to address the Council and answer questions about the Curriculum Council's perspective. A. Frantz reminded that part of the charge concerns the implementation of Banner software and the implications it will have.

2) **Resident Credit policy statement in Undergraduate Catalog--** a charge may be forthcoming soon. There was no discussion due to time constraints.

b. Developing MAPP procedures

Due to time constraints the Council did not discuss this issue.

Selvage mentioned that A. Frantz had sent him a list of various Actions items and **catalog wording revisions the Council had approved in the past few years that never were incorporated into the catalog**. The administrative assistant will help him track down what happened to those items.

Selvage also mentioned possible changes taking place regarding summer session that may be referred to this Council at some point. McKenzie expressed her concern that the Calendar Committee which she chairs does not have many faculty members. She would like to send their recommendations to the Faculty Senate system for further vetting by faculty. She also mentioned that **if prerequisite checking is implemented into Banner there will be problems beginning a new summer session before grades are due from the spring semester**. This might require an off week in between sessions.

7. Adjournment 4:44 p.m.

The next Academic Standards Council meeting is scheduled for **Wednesday, October 1, 2008 from 3:00-4:00 p.m.**

Respectfully submitted,

Catherine Wallace
Administrative Assistant 1
Faculty Senate Office

Approved by Academic Standards Council: October 1, 2008
Accepted by Faculty Senate: October 13, 2008