Committee members in attendance: David Benson, Kelly Berkson, Sharon Billings, Greg Burg, Marta Caminero-Santangelo, Jonathan Clark, Michelle Heffner Hayes, Allard Jongman, Robin Rowland and Steve Sanders
Others in attendance: Danny Anderson, Ann Cudd, Marsha Haufler, Brian Laird, Jim Mielke, Becca Peterson, Anne Sawyer, Donna Tucker and Rob Weaver

The meeting was called to order by Dean Danny Anderson at 4:00 PM.

Minutes
A motion was made and seconded to approve the October 12, 2010 minutes of the College Academic Council as written. The motion was approved unanimously.

Report of the Committee on Graduate Studies (CGS)
(Brian Laird, 2010-2011 CGS Chair, reporting)

- The motion (CGS report by Brian Laird) was seconded, and the CAC voted unanimously to approve the following curricular changes:
  - NEW COURSES: AAAS 774, BINF 999, EVRN 915, PSYC 903
  - DELETED COURSES: SPAN 740, SPAN 741, SPAN 747
  - CHANGES: GINS 807, ENGL 774, SPAN 730, SPAN 733, SPAN 735, SPAN 739, SPAN 742, SPAN 744, SPAN 745, SPAN 774, SPAN 781, SPAN 792

Report of the Committee on Undergraduate Studies & Advising (CUSA)
(Donna Tucker, 2010-2011 CUSA Chair, reporting)

- The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously, with one dissenting vote, to approve the following curricular changes:
  - NEW COURSES: AAAS 200, COMS 555, CHIN 251, CHIN 252, EALC 319, TIB 201, TIB 202, FREN 401, HIST 327, HIST 328, HIST 543, HWC 505, SLAV 316, SLAV 317

- The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously to approve the following curricular changes:
  - DELETED or DEACTIVATED COURSES: CHEM 690, ENGL 310, ENGL 433, ENGL 660, HA 501, HA 515, HA 516, HA 517, HA 650, HA 687, LING 427, LING 453, SPAN 103, SPAN 105, SPAN 109, SPAN 222

- The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously to approve the following curricular changes, pending clarification regarding the possibility of a student repeating HNRS 200:
  - CHANGES: GRK 508, TIB 104, TIB 108, HA 577, LING 308, LING 325, LING 327, LING 420, PHIL 508, REL 525, SOC 623, SOC 628, SPAN 104, SPAN 107, SPAN 108, SPAN 212, SPAN 213, SPAN 216, SPAN 217, SPAN 220, HNRS 200

- The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously to approve the following Degree Requirements, pending CUSA’s receipt of clarification of the wording of the Proposed Requirement Elective Group Options (p. 21-22 of the agenda):

  Change to Existing Minor in Chemistry

- The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously to approve the following Degree Requirements:
  - HL Principal Course Status for SLAV 316 and SLAV 317
  - HL Principal Course Designation for New FREN 401 Course
• Discussion of Report from CUSA, as provided by the Academic Standards subcommittee

The Academic Standards subcommittee of the CUSA seeks to standardize the information reviewed for retroactive withdrawals. Discussion by the CAC determined that the subcommittee goal is appropriate, but the current report would require a policy change in record retention that is not feasible (i.e., to require that instructors of record archive all email communications with students for two years beyond completion of the course, in addition to retaining other course records).

• Revision to the College Required Hours in Residence Policy

The motion (CUSA report by Donna Tucker) was seconded, and the CAC voted unanimously to approve the Proposed Revision to the College Required Hours in Residence Policy.

**Action items (clarification and/or information requested of the CGS and/or CUSA, as appropriate)**

1. Clarify the ‘delete’ vs. ‘deactivate’ process for course numbers
2. Clarify whether students may repeat HNRS 200
3. Chemistry Minor: Provide edits for clarity of the Proposed Requirement Elective Group Options (p. 21-22 of the agenda)
4. Clarify the academic data that instructors of record may feasibly be able to retain and the appropriate retention period
5. Clarify the supporting documentation that will allow Academic Standards to make fair and informed decisions regarding student petitions for retroactive withdrawal

After receiving a motion and a second, the CAC voted unanimously to adjourn the meeting at 5:10 PM.

**Next College Academic Council Meeting:** Tuesday, December 14, 2010, 4:00 PM (210 Strong Hall)

*Minutes recorded and transcribed by Anne Sawyer, Secretary to the College Assembly*