Committee Members Present: Larry Carstenson, Mary Iten, Rochelle Krueger, Joe Oravecz, Janet Wilke, Kasey Dietz, Jed Dush, Jessica Rivas, Tin-Lan Chen, Carol Lilly, Paloma Mena-Werth

Absent: Angela Boersen

Guests: Mary Daake, Director of Academic Advising

1.0 Approval of minutes of meeting, November 19, 2010 (Motion: Jed Dush, Kasey Dietz; Approved unanimously)

2.0 Discussion of “Administrative Policies” Proposed syllabi language regarding Student Code of Conduct. Discussion referring to appropriate behavior from staff and faculty followed. Motion to forward recommendation for consideration to faculty senate. (Carol Lilly, Paloma Mena-Werth). Kasey Dietz suggested minor alteration in language. (Line 3: omit “will be”, insert “are”. Sentence should read: “You are expected to be familiar with and abide by all such policies.”) (Motion passed unanimously.) See attachment A

3.0 Presentation by Mary Daake, Director of Advising and discussion of “Proposed ‘Academic Standing’ Policy” (Attachment B)
   3.1 Discussion centered around definition of Academic Probation and Academic Suspension and clarifying the changes in the recommendation.
   3.2 Motion (Jed Dush, Carol Lilly) to endorse the 1/27/11 recommendation and advance to Faculty Senate. Motion passed unanimously.

3.3

4.0 Schedule for future meetings: As needed and called by Chairman Carstenson.

5.0 Other business: Mary Iten discussed student concerns for fee charges when off campus doing internships/student teaching.

6.0 Meeting adjourned at 5:03 p.m.

Respectfully submitted,

Mary Iten, Secretary