**Academic Policy Council**

**March 24, 2017**

**Mahar 467**

**Minutes**

Present: Eve Clark, Mary McCune, Jason Zenor, Sue Fettes, Michelle Bishop, Pat Russo, Rameen Mohammadi, Jean Chambers

Meeting called to order at 3:02

1. **Approval of the agenda**
* Agenda approved with addition in New Business regarding question from the Philosophy Department.
1. **Approval of the March 3, 2017 minutes**
* Minutes were approved with minor changes.

1. **Chair’s Report**
* Interpretation of NY Open State meetings policy. Waiting to hear from SUNY Council about legal interpretation. Faculty have been wondering when they can be recorded by students and when they cannot. In a public forum faculty can be recorded. Students do not need to ask permission to record in one-on-one meetings. The classroom is a non-public forum. But Oswego has made it a policy to allow students to record, notably when in the case of an accommodation for a disability. Personnel Policies Council is working on this policy but waiting to hear from SUNY.
* Changing Faculty Assembly Bylaws for academic searches at the Dean level. New language to be included: “This process should also include new or existing positions, academic in nature, that answer directly to vice presidents or presidents.” This language is a concession to the administration because the original language would have required faculty input on all administrative officers. Discussion of voting procedures and the reasons why this change felt to be needed based on past history. Some discussion of what constitutes an “academic” administrative officer. Would a diversity officer count, for example? Faculty input is solicited on such searches.

**Old Business:**

1. **Modern Languages Proposals for Study Abroad**
* Chambers raised the issue of 12 credits being required in Fall and Spring semesters but only 9 credits in summer/winter sessions. Mohammadi pointed out a student cannot do 9 credits in Winter session so would have to continue in summer. Fettes noted the student could also do two winter sessions. Zenor wondered about the discrepancy: why 12 and 9 credit hours? Mohammadi didn’t feel that it was an issue for Council. Bishop asked whether students will wonder why they cannot take 9 credits in Fall/Spring. Russo and Mohammadi stated this had to do with maintaining full-time status during the semesters.
* Chambers asked about the language regarding internships abroad being sponsored by faculty in Modern Language & Literatures. Mohammadi clarified that an internship requires a faculty sponsor and a site supervisor.
* Bishop wondered whether the internship would possibly count twice in the major. Mohammadi pointed out that Section D is not credit bearing on its own: Section D could be fulfilled anywhere in the major. Bishop noted that Section B has no credit either (Cultural Studies track). Need to put credits next to Section B.
* Approval of the changes to the French, German and Spanish majors moved and seconded with aforementioned changes. Discussion regarding financial burden on students. Motion passed with two opposed.
* International trade major. Discussion: Chambers noted that the language is infelicitous and should be changed to “Six credits at the 200-level or higher.” She also noted that “thru” should be changed to “through”. Motion to approve, seconded and passed with two opposed.
1. **Action Items: ECE Curriculum Modification**
* Footnote language. A period needs to be added. Fettes stated that if patterned on Business model, don’t need course titles. Should read “Students who complete MAT 215 and MAT 318 with a C- or better in each are exempt from taking MAT 339.”
* Moved and seconded to approve footnote as amended. Motion approved.
* Fettes would like them to change the following footnote as well: “A C minus (C-) or better is required in core and cognate courses.” It should read: “C- or better in all non-elective requirements.” Clark will notify the Department of this proposed change.

**C) BFA-New Interaction Design Major from PFA Graphic Design**

1. **BA-New Interaction Design Major from PFA Graphic Design**
* Cynthia Clabough and Cara Thompson from the Art Department visited the Council to address proposed changes to these majors. The following is a list of issues Clabough addressed:
* Council had asked about where the Capstone appeared in the major. Clabough stated that ART 414 is the Capstone but ART 492 is in the BFA because a professional degree requires a thesis. ART 414 title – Graphic and Interactive Design Practicum -- is correct. The degree title uses “Interaction.” Title on side-by-side should be changed. Clabough noted the name change has been approved by UCC.
* Council had asked what counts as a study abroad course. There are a number of options that count in ART and students work with their advisers. ART routinely offers GLS 100 courses and the School of Communications, Media and the Arts also has its own course, CMA 396. This requirement is meant to be open and flexible. Chambers wondered if language should be clearer regarding the fact that study abroad is just one of the options for experiential requirement. Clark wondered if the existing language was appropriate. After discussion the following language was agreed upon: “study abroad course, under advisement.” Study abroad is the only option in that section that is “under advisement.”
* Council wondered whether Cognate Elective should simply be Cognate in the BFA. ART has no preference on this matter. Used Elective language to indicate choice. ART will defer to APC. Council would like to see simply “Cognate Requirement.”
* Catalog copy has been edited with the correct name for TEL 130 and credits listed for each course.
* ART 111 Freshman Colloquium. That has been the name of the course for the last seven to eight years. Clabough wondered if they were required to change it. Discussed how Freshman Colloquium and Transfer Colloquium do not enroll solely freshmen or transfer students. Clabough wondered if it were necessary to make that change. Council did not feel name had to be changed.
* Requested changes have been made regarding using “select” language.
* A question regarding Section B “Graphic Media and Digital Media Electives” was raised: Should the parenthetical statement regarding transfer students be replaced with a note? Clabough stated this issue had been raised before and, given the large number of transfer students enrolled in ART, the Department wanted to ensure that students were aware of this. Fears moving it to a note would lead to students overlooking the issue.
* ART has corrected the issue of omitting Rebecca Mushtare’s degree in the proposal.
* Clark asked about the catalog copy of the BA language regarding selecting courses “not previously taken.” Clabough replied that this is a reminder that they should not be repeating courses. Discussion. Agree to language “select two courses not previously taken.” Chambers noted that the same language needs to be changed below that area to read “select one course not previously taken” and there needs to be a heading for that section: Graphic Design, Illustration or Photography.
* Clabough and Thompson departed.
* Discussion of the completed changes. Motion to approve BA with final changes approved. Motion to approve BFA with final changes seconded and approved.
1. **New Business**
2. **Question regarding PHIL Brochure**
* Chambers reported that Philosophy has not added the Computer Literacy cognate to the major. Asked if adding the cognate would require a side-by-side. Fettes replied that this is report out item and that Philosophy should send a memo to Council regarding the addition.
* Chambers asked about revising the brochure and catalog. The Department would like to remove some courses that are no longer taught. Fettes replied this would also require a memo and reminded all that brochure and catalog copies need to be exactly the same.
1. **Honors Program Blanket Deviation**
* Discussion tabled until next meeting.
1. **Catalog Language for Co-ops**
* Discussion tabled until next meeting.
1. **BA-Studio Arts Track II Changes and creation of Track IV**

ART will need to ensure the following recommendations are completed:

* Replace “choose” language with “select.”
* Ensure “Freshman” not “Freshmen” appears throughout major.
* Get rid of “(Cognate or Dept)” in Section D.
* In Section D language should read “Select one of the following under advisement.”
* Take out the COIL course reference since COIL is not in the catalog and it is not easy for students to identify which courses are COIL courses.
* Correct title of ART 207. Should be “Digital Media.”
* Correct title for ART 102. Should be “Topics in Traditional Media and Methods.”
* Clark will tell Clabough to correct all course titles with titles that are in the catalog.
* Why is there a “Foundation” section and a “Core” section? What is the difference? Some thought that perhaps it is related somehow to accreditation. Clark will follow up with Clabough.
* Section C language should read “Select three 300 or 400 level courses, under advisement.”
* **Illustration Track:**
* Section B should be formatted the same as the major.
* Section D: are the words “not previously taken” necessary?
* Credits hours not semester hours should appear throughout.
1. **BFA-Studio Arts Track I and Track II changes**
* Began to discuss changes. ART should make changes in all majors and tracks noted above and to double-check for consistency throughout. APC will vote on copies with changes. APC will also look for hidden prerequisites.

Adjourned at 4:57

Respectfully submitted,

Mary McCune