**Meeting Sept. 18, 2015 Academic Policy Council**

**DRAFT of Minutes**

**Members In Attendance:**

Sue Fettes Jason Zenor Michelle Bishop

Pat Russo Mary McCunne Eve Clark

Rameen Mohammadi

The meeting was called to order at 3:10 p.m.

# Welcome to APC by Chair Fettes and Introductions

The Council welcomed two new members, Michelle Bishop from Penfield Library and Mary McCune from the History and Gender Studies Program.

# Approval of the agenda:

# Agenda was presented by S. Fettes approved by affirmation.

# Approval of Minutes

Minutes from last meeting (April 6, 2015) were scrutinized. Sue moved to start chair report at “4/6 Meeting . . .” seconded by E. Clark. This passed *nem con.*

# Elections

By vote, the council elected its executive officers, chair, recorder, reporter and website coordinator

* E. Clark nominated by S. Fettes, seconded by J. Zenor for chair of the council. S. Fettes accepted the nomination. She was elected by a unanimous vote.
* S. Fettes nominated E. Clark for recorder and reporter based on E. Clark volunteering for the positions. Rameen noted that there would also need to be someone to update the website and asked if that would be the responsibility of the recorder. Fettes replied that there would be separate position for the website coordinator. P. Russo seconded the nomination and Clark was elected *nem con.*
* The position for website coordinator was discussed. Need someone to post minutes, and members of APC. However, website maintenance will be impacted by Drupal, J. Zenor volunteers that he will be trained in Drupal in the near future. S. Fettes nominated J. Zenor as website coordinator. E. Clark seconded the nomination. He is elected by an unanimous vote. S. Fettes reminds J. Zenor to switch website ownership from P. Tomascak, to himself.

# Accounting Minor:

Discussion:

* Request for changes to the Accounting minor was discussed. S. Fettes reviewed the changes submitted by the department in Fall 2014. Missing pre-requisites were examined by P. Russo in regards to ACC 410. S. Fettes reminded the council that the council only needed to review requirements for the minor.
* J. Zenor requested the audience for the changes. R. Mohammadi discussed the relevance to other business majors wanting to minor in Accounting. Upon review of February 10 meeting discussions, S. Fettes noted that the department had failed to address in the new proposal many of the previous concerns and questions. R. Mohammadi noted contradictions between the two proposals and that new language did not address the concern that students could take later courses without the C grade required for previous pre-requisites.
* S. Fettes moved to resend an email to chair of the department asking for clarification. E. Clark seconded the motion. The motion passed through affirmation.

# Theatre Department Request:

Discussion:

* Julie Pretsat requested the council that the Theatre department would like the following change to be considered by APC for addition to the catalog:

"A C- or better must be earned in all courses credited to the major"

Discussion ensued. S. Fettes asked what programs were included in the major. R. Mohammadi enquired whether or not the program had any other courses besides core and elective courses associated with the degree. P. Russo clarified it was one major with tracks and cognate requirements.

* P. Russo moved to pass the edition with confirmation from the department to see if the language was meant to exclude CSC101. The motion was seconded by E. Clark. Passed by affirmation.

# Honors in Psychology Revised

Discussion:

* Due to changes made to Psychology BA requirements, the department needs to bring their honors program in line with the new requirements. On Oct. 31, 2014, the department only submitted a brief sentence to reflect new honors requirements. Upon request, the department resubmitted language comparing the old and new requirements.
* Discussion ensued regarding changes. S. Fettes noted that first paragraph is the same in the new proposed changes. The department was requesting to change the GPA requirement for the program from a 3.4 GPA to a 3.3 GPA, which is decided by the department rather than APC. Review of whether or not the language made sense and could be connected to the catalogue was discussed seemed ok to the Council. Course 490H was discussed. BA lists it as a possible capstone, it is a repeatable course, which all seemed to be acceptable.
* Discussion over language over the second line Thesis and Course work, “Students must take 1 credit of Psychology Honors Seminar in the Fall senior year” promoted some problems in the language. P. Russo noted that the language regarding the Psychology Honors Seminar was unclear. She asked, do they mean research seminar 490 which students can take for 1-3 credits? Thus the number of credits for the honors program seemed to be unclear. R. Mohammadi noted that the language should read, “Student must complete a min. of 6 credits in Psych 490H and this Psychology honor seminar must be started in the first semester of their senior year. “ Again, it was noted that the language was not clear that PSYCH 490H is a 3 credit course.
* S. Fettes noted that this was a prior concern of the program as the language doesn’t address total hours of the program. Do we normally include the total hours in honors program language in other departments? R. Mohammadi responded that yes, usually the catalog includes language that honor students must complete the major requirements.
* Council decided that it cannot pass changes without clarification. The requirements are not clear in the copy for the students. A suggested change would have the copy read: “The honors program adds 3 credit hours to the student’s Psychology major.”
* S. Fettes also noted that this could lead to complications with the requirements with the Masters Program but that this was for future consideration.

# Future Meetings and adjournment:

* The meeting ended with a discussion about future meetings for the Council by S. Fettes. She explained that APC confines on the same week as FA, but this calendar year was off due to holiday observances in the college calendar. APC will meet for the rest of the semester on the Friday of FA meetings. S. Fettes said she would check her calendar for the specific future dates and email the council. She also noted that we will return to our usual meeting room in Shineman rm. 425.
* Following a motion from S. Fettes, the meeting adjourned at 4:30 p.m. The next meeting will be on Friday October 2 in Shineman rm. 425.

Respectfully submitted by E. Clark, 9/28/15.