**Academic Affairs Committee**

Agenda Meeting #12

Date: April 11, 2018

Location: 3rd Floor East Lounge, Bone Student Center
6:00 pm

1. CALL TO ORDER:
2. ROLL: Committee members: Lucey, **Haugo**, Lonbom, Nichols, Grzanich, Pancrazio, **Stripeik**, **Chirayath**, Porter, Smith, *Jawahar*, UCC Liaison *Geoffrey Duce* (Note: quorum is 6 voting members; bold and underline=absent; italic=ex-officio)
3. CONSENT AGENDA:
	1. APPROVAL OF MINUTES: #11, March 28th, 2018
	2.
4. STANDARD ORDER OF BUSINESS:
	1. Informational Item. On 3/29, the clerk of the senate contacted the chair of the AAC and asked if the AAC planned to follow up on the comments that came from the Senate floor regarding the Accelerated Master’s Program. AAC chair agreed to do so and contacted Dr. Hurd, Director of Graduate Studies, who replied. “The handout presented at the AAC and the Senate was a list of talking points. It isn’t anything that is publicized. It was designed specifically for the Senate meetings. The information about the AMD’s is on our website, and it was reviewed and approved by Grad Council in September. That information changes as we work through issues with UCC, GCC, Registrar’s Office, etc.” AAC committee agreed that no further follow up was necessary, as the document presented was only a set of talking points for reference during the presentation.
	2. Follow up on Policy Review: Textbook Policy 4.1.3. Update language by advice of Counsel. AAC chair was tasked to follow up on the discussion from the previous meeting.
		1. Clarify Senator Hoelscher’s comment regarding the meaning of “exclusive contract.” In an email on 3-29-2018, he writes, “Boy, I'm reaching back in my memory banks now. That statement was not my opinion but rather how it was explained to me by either an ISU legal rep or someone in administration, possibly our Provost. I would have to look back to determine who told us that. You are correct in that whoever it was said the arrangement with Barnes and Nobles was not exclusive because we provide the textbook list to all parties and the only exclusive part was the location of Barnes and Nobles in the Bone Student Center.” In short, ISU did not break the textbook policy per se, because it distributed the lists of textbooks publicly. The reason the language of the policy is inconsistent with current practice is because Barnes and Noble is located in the BSC.
		2. Copy of the policy and some background was sent to the chairperson of the Textbook Affordability Committee. Dr. Cox’s response is included:

“The policy edits look good. I have just two suggestions: (1) It seems that 2 (under General) is redundant since a website with textbook info is referred to in more depth in 4. I would suggest just adding the specific reference to "textbook list" under the other items of 4 and then eliminating 2. (2) I very much like the idea of integrating Jon’s language, or some variant, about multiple vendors into the policy under General. Thank you for including me in this discussion. I held off for a few days to reply in case other TAC members had input but didn't want to delay any longer. Please let me know if there's more we can do. Best,

Michaelene

* + 1. Message sent to Dr. Rosenthal: “The committee expressed that we could add some language that emphasizes that we as an institution prefer multiple vendors to prevent possible monopolies. There is a line in your memo to Provost Murphy that states, ‘It should be noted however that textbook lists are made broadly available in compliance with federal law; and students may, as always purchase textbooks from the bookstore of their choosing.’ Might we include that language or something akin in the policy?” He is checking with Counsel.

From J Rosenthal: Sorry for the delayed response. I was checking with legal.

Mark is correct that we were never out of compliance with the law precisely because we always provided textbook lists to the public.

Our contract with Barnes and Noble is “exclusive” to the extent that the store is the official ISU bookstore (with space in the Bone, etc.). I agree with Michaelene that the language is repetitive. Can we simply replace current 2, 3 and 4 with the following? “In compliance with the Higher Education Opportunity Act of 2008, the Registrar shall maintain a website with information concerning textbook selection, the need to investigate cost and format options, and the importance of timely reporting of materials chosen. Students may, as always purchase textbooks from the bookstore of their choosing.”

* + 1. AAC concluded discussion and approved the new language of the Textbook policy and agreed to forward it, along with any additional reviewed policies in the current meeting, to the Executive Committee for their consideration and possible inclusion as informational/action items on the Senate agenda.
	1. Draft of AAC Recommendation regarding the UCC proposal. Committee members reviewed draft of the AAC recommendation, and made recommendations. Committee also held discussion regarding the new diversity requirement and the AMALI requirement. SGA member and Student Body president expressed some concern over the exclusion of current European countries as part of international diversity. Committee members approved the draft of the recommendation to be sent to UCC and the Executive Committee.
	2. Policy Review: 2.1.23 Transcripts. See discussion in paragraph “e.”
	3. Policy Review: Transcript Holds. Policy 2.1.23 and 2.1.24 were sent to the two separate units that oversee transcripts and transcript holds (the Registrar and the VP for Finance/Comptroller, respectively). The Registrar reviewed policy 2.1.23 and University Counsel added two very small edits. Doug Schnittker in the Comptroller’s Office, Tom Shadid, and Christy West in Student Accounts reviewed Policy 2.1.24 and noted that it was very similar to 2.1.23. Because of the similarities, Schnittker, Shadid and West recommended folding both policies into one, and deleting the other. AAC chair combined the additions from legal counsel that appeared in 2.1.23, and submitted it to the Registrar for his final review. AAC approved the new Policy 2.1.23, and approved the deletion of 2.1.24.
	4. Policy Review: Emergency Student Loans. Policy was reviewed by Doug Schnittker in the Comptroller’s Office, Tom Shadid, and Christy West in Student Accounts. No changes were recommended. AAC approved the policy as is.
	5. Additional revisions from the Leave of Absence Policy: from Exec. Committee. See responses from J Ray and J Rosenthal. AAC chair is current awaiting the transcription of the Executive Committee meeting of March 19th for guidance regarding the language in the policy.
	6. Policy Review: Religious Observance Policy: Still working on specific protocols. Contact people: Tony Walesby and John Davenport.
	7. Policy Review: Student Employment Policy. Best estimate for completion is over the summer. Contact person is Colette Homan in HR.
	8. Policy Review: 4.1.16 Non-Traditional Constituents. Best estimate for completion is this summer. Policy needs to be brought up to technology security standards. Contact person: Charley Edamala.
1. Good of the Order:
2. OLD BUSINESS
3. ANNOUCEMENTS:
4. PROGRAM:
5. ADJOURN

Addendum

Zipped file includes markup copies, annual reports, and unapproved minutes.