**Academic Affairs Committee**

Members: Kyle Falson, Beau Grzanich, Ann Haugo, Daniel Heylin, Jennifer Howell, Kathleen Lonbom, Michael Gizzi, James Pancrazio(Chair), Jonathan Rosenthal, Ryan Powers, Wade Nichols, Kyle Walsh

(Highlight means absence)

Date: October 12th, 2016

Location: Faculty Commons

1. CALL TO ORDER:
2. APPROVAL OF MINUTES: #2, September 28, 2016
3. CONSENT CALENDAR
4. STANDARD ORDER OF BUISNESS
5. GOOD OF THE ORDER
6. ANNOUCEMENTS
   1. International Education Week
7. PROGRAM: Policy Review Cycle and Proposal for changes to policy 4.1.18
   1. 7.7.1 Accounts Receivable
   2. 7.7.2 Financial Aid Distribution
   3. 7.7.3 Course Material Fees
   4. 7.7.4 Federal Perkins Loan
   5. 7.7.5 Refunds
   6. 7.7.7 Student Billing
   7. Proposal to revise 4.1.18 Transfer of Credit from Other Institutions and Credit by Examination
8. ADJOURN

Addendum

Zipped file includes markup copies of each policy and comments by Doug Schnitker regarding the revisions

Announcements:

The meeting started off talking about President Dietz’s plan to make the international students become 10% of the undergraduate population. The plan is for this to be accomplished within the next ten years. Also, this week is International Education Week so there are many programs going on as well.

7.7.1 Discussion:

The changes within the structure has to do with the system being changed to Campus Solutions. There is some additional fees and charges added onto this policy. There are no comments on this policy. All are for the policy.

7.7.2 Discussion:

The changes also have to do with the account systems being changed to Campus Solutions. Some punctuation issues were discussed within the document and adequately changed.

7.7.3 Discussion:

The change again has to do with Campus Solutions. One sentence has been changed for grammar.

7.7.4 Discussion:

The Federal Perkins Loan policy has some mark ups and changes from its previous state. Discussion about if we want these policies to be student friendly. Senator Gizzi wants to send it back to the VP of finance to have bullet points for the terms on this item that can seem confusing. Also ask why there is no exit interview?

7.7.5 Discussion:

This is the policy for refunds. Overall, the policy is fine the committee has decided.

7.7.6 Discussion:

This is the policy that is for student billing and the process. No comments on this and is approved by the committee.

4.1.18 Discussion:

This has to do with the transfer credit and credit by exam policy. New content that has been added to the associates degree section of the policy. There are some questions in regard to the policy with understanding of the language. This has to do with regional/national accreditation. There is talk about different language standards for the state seal that is awarded to some students showing high proficiency in multiple languages.

7.7.4 and 4.1.18 were the only ones not approved.

Motion to adjourn. Approved by all.