**Academic Affairs Committee**

Approved Minutes Meeting #4

Date: October 24, 2018

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

1. CALL TO ORDER:
2. ROLL: Committee members: Lucey, Haugo, Aduonum, Nikolaou, **Rubio, Aguilar,** Campbell, **Breland**, Philips, Nichols, Pancrazio, *Rosenthal*, UCC Liaison *Trefzger* (Note: quorum is 6 voting members; bold and underline=absent; italic=ex-officio)
3. CONSENT AGENDA:
	1. APPROVAL OF MINUTES: #3, October 10, 2018

-approved unanimously

* 1. Policy Review: 2.2.1 Student Employment

Questions were answered by Janice Bonneville. No need for additional changes. Sending them on to the Exec Committee.

1. STANDARD ORDER OF BUSINESS:
	1. Invited Guest: Jana Albrect, VP for Enrollment Management. Census Day Numbers

The Census Day numbers contain three years of statistics because that’s the most manageable, they have data for further down the line. The reports are sent to Deans and Chairs, VPEM tends to have meetings with new chairs; if 3-5 year declining trend that warrants a meeting, upward trends also warrant a meeting. VPEM sees recruitment as collaborative effort between admissions and faculty. Fine Arts does a good job.

-admissions kickoff event, slides displaying how admissions did, this event outlines the process of admissions

-upward trends warrant conversations on staffing, funding, addition resources help

-faculty presence makes a difference in recruiting and retaining in admissions

-faculty can work through the chair to help recruit prospect students

-students are also encouraged to attend recruitment events

-last year is first year of faculty-prospective student meeting data

-teacher education is cyclical, 32-33% yield, college of education is close to 50% yield

-Provost Enhancement Request is usually for equipment or one time requests or special programs, faculty lines are new hires, temporary hiring

-provost office looks at 5 year and 10 year trends, provost office usually trust dean’s suggestions but can take a look at certain requests, enrollment/admissions doesn’t usually receive provost enhancements

* 1. Item 9 in Task File: Consider Study Abroad Funding Question (See Notes from Executive Committee meeting and additional files.

-provost office tries to defer to colleges; greater uniformity is a good idea but difficult to obtain

-competition between programs can be detrimental to similar study abroad trips

-edits to the recommendations made by AAC.

* 1. Revisit Policy 4.1.4 Dress Codes: Discussion from Executive Committee of Senate, copy of the Dress code policy from the Marketing Department, questions of appeals, policy review, relationship to other university policies or initiatives (Climate and diversity, Textbook costs, etc.).

-discussion about possibility of adding Dress Code to annual program review

-should deal with all programs that have dress guidelines

1. Good of the Order:
2. OLD BUSINESS
3. ANNOUNCEMENT:
4. PROGRAM:
5. ADJOURN

Addendum

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

AMALI- is on UCC long-term to-do list!