**Academic Council Minutes**

**December 10, 2013**

**3:00 p.m.**

**South Administration Conference Room**

**Chair:** Bill Christensen

**Present:** Andrea Brown, Debra Bryant, Robert Carlson, Jaclyn Kerouac (for Mo Eckroth), Carole Grady, Brent Hanson, Don Hinton, Philip Lee, Pam Montrallo, JD Robertson, Daphne Selbert, Becky Smith, Nate Staheli, David Wade, Greg Layton, Frank Lojko, Secretary – Stella Callagee

**Absent:** Assunta Hardy, Carlene Holm, Mike Olsen, David Roos, Brenda Sabey

**Visitor:** Blake Nemelke

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| Academic Council Minutes  
(November 5, 2013) | M: Don Hinton  
S: Carole Grady | APPROVED | Motion by Don Hinton, seconded by Carole Grady, to approve the minutes of the Academic Council meeting held on November 5, 2013. Philip Lee asked about the reference to the bell schedule. The date listed as “deferred to” had already passed as of the November meeting date. Sentence was changed to indicate that the Bell Schedule item had been deferred to Deans’ Advisory Council. Bill Christensen explained that he had asked the Deans to be aware of the impact that changes in the bell schedule could have on classroom space availability.  
(Action: Minutes Approved with above revision) |

**OLD BUSINESS (Action Items)**

**Policies**

[http://www.dixie.edu/humanres/polrevmain.html](http://www.dixie.edu/humanres/polrevmain.html)

**5-23 Accommodations**

Bill Christensen tabled discussion on this item. Completion is getting closer and the policy will be presented to Academic Council at a future date.

**ISAAC Committee Report**

Andrea Brown presented three surveys for the Council members to review.
1. Graduating Student Survey – This survey will be conducted online and sent out via email approximately one month before the end of the term, and also to be available to the students who walk at graduation when they come to pick up their cap and gown (if they haven’t already completed the survey). The survey will focus on a) the institution’s ability to foster an atmosphere characterized by strong relationships and good interpersonal interactions between faculty and students b) the student’s progress towards their major and educational goals c) the student’s assessment of personal educational experience at Dixie d) student engagement in activities that analyze and promote discussion of ethical behavior, and e) participation of businesses in educational exchanges such as internship availability. It is planned to offer an IPAD prize to a randomly chosen student from those who complete the survey.

Andrea said that the hope is to receive a 30% return. It is recognized that departments may have a specific survey already in place due to accreditation requirements. The committee would ask for department support of this additional survey. When asked about other institution experience Andrea said that SUU conducts a “paper” survey for their graduates and UVU does both an online and phone survey. The committee would like to proceed with this format for year one and see how the online process works. Spring semester will be the pilot.

2. Student Satisfaction Survey – This survey will address the core theme objectives and outcomes of: a) Fosters a campus-wide Culture of Learning b) Creates a Culture of Community c) Engages the campus and community by providing a variety of quality community educational programs and cultural, athletic, and social events.

Andrea explained that this survey will go to current students. Concern was raised that whether or not students “like or not like”
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something does not necessarily mean that is a valid assessment. Andrea said that data would go back to the Departments for their review and determination concerning the feedback. Following discussion Bill Christensen asked that questions concerning CIS1200 and LIB 1010 be removed.

3. Student Opinion About Pedagogy – This survey will address the core theme of: A Culture of Learning. The survey will be online and administered generally to students to evaluate the use of pedagogy. It will not be attached to course evaluations.

Bill Christensen asked the council members to review the surveys and send any additional comments to Andrea. Andrea will take back feedback from the discussion, especially about specific questions, and revise the surveys.

Additional Survey through Chronicle of Higher Education:

Debra Bryant passed out a survey from the “Chronicle of Higher Education.” The proposal of the committee is to use a free version to conduct a sample of full time faculty and staff. This would provide baseline data. In order to have a wider survey group, there is a fee that would need to be paid. It was noted in discussion that excluding part-time faculty and staff gives the wrong message. Debra agreed but said the free version limited the sample group. If the survey was recommended in the future it would be with the wider sample group included.

NEW BUSINESS (Information Items)

<p>| Thanksgiving Holiday – Combining with Fall Break | Bill Christensen reported that this proposal had been discussed in Executive Staff and there is no traction for the idea. The proposal will not go forward. |
| Creation of the GE Assessment Committee | Vote to suspend rules: M: Don Hinton S: Becky Smith | APPROVED | Don Hinton explained that at the last accreditation it was recognized that there is a need to assess general education (GE). The current GE committee has a lot to tackle so it is proposed to establish a GE Assessment Committee. The proposed committee members are: |</p>
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<tr>
<th>Vote to approve committee: M: Don Hinton S: Becky Smith</th>
<th>APPROVED</th>
<th>Chair: Assunta Hardy  Members: Wendy Schotzberg, Chemistry, Angela Child, Education, Janet Campbell, Business, Clint Buhler, Humanities, Brent Albrecht, Math, Sean George, English, Timothy Francis, Music, Song Gao, Institutional Research</th>
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<td>Don Hinton motioned to suspend the rules and take action to approve the committee at today's meeting. Becky Smith seconded the motion. The motion was approved by a unanimous vote.</td>
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<td>Don Hinton then motioned to approve the GE Assessment Committee as proposed. Becky Smith seconded the motion. The motion was approved by a unanimous vote.</td>
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<td>Adjourned: 4:10 pm  M: Don Hinton S: Nate Staheli</td>
<td>APPROVED</td>
<td>MOVED TO ADJOURN</td>
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