# Academic Council Minutes

**April 2, 2013**
**3:00 p.m.**
**South Administration Conference Room**

**Chair:** Don Hinton

**Present:** Andrea Brown, Robert Carlson, Bill Christensen, AmiJo Comeford, Mo Eckroth, Addison Everett, Carole Grady, Brent Hanson, Assunta Hardy, Victor Hasfurther, Carlene Holm, Dana Kelvington, Frank Lojko, JD Robertson, David Roos, Brenda Sabey, Daphne Selbert, Becky Smith, Julie Stender, Brandon Price, Sheila Bastian

**Absent:** Kathy Bailey, Del Beatty, Pam Montrallo, Debra Bryant

**Visitors:** Matt Smith-Lahrman, Tracey Wheeler

<table>
<thead>
<tr>
<th>AGENDA ITEMS</th>
<th>MOTIONS</th>
<th>VOTE RESULTS</th>
<th>ACTION/DISCUSSION</th>
</tr>
</thead>
</table>
| Academic Council Minutes (March 5, 2013) | M: Carole Grady  
S: Addison Everett | APPROVED | MOTION BY CAROLE GRADY, SECONDED BY ADDISON EVERETT, TO APPROVE THE MINUTES OF THE ACADEMIC COUNCIL MEETING HELD ON MARCH 5, 2013, AS PRESENTED.  
(Action Approved) |
| Curriculum Committee Minutes (February 26, 2013) | M: Daphne Selbert  
S: Brent Hanson | APPROVED | MOTION BY DAPHNE SELBERT, SECONDED BY BRENT HANSON, FOR THE ACADEMIC COUNCIL TO ACCEPT THE RECOMMENDATIONS THE CURRICULUM COMMITTEE HAS SET FORTH IN THE DRAFT MINUTES OF THE MEETING HELD ON FEBRUARY 26, 2013.  
(Action: Approved) |
| Curriculum Committee Actions (March 19, 2013) | M: Daphne Selbert  
S: Addison Everett | APPROVED | MOTION BY DAPHNE SELBERT, SECONDED BY ADDISON EVERETT, FOR THE ACADEMIC COUNCIL TO APPROVE THE CURRICULUM COMMITTEE ACTIONS TAKEN AT THE CURRICULUM COMMITTEE SET FORTH IN THE MINUTES OF THE MEETING HELD ON MARCH 19, 2013.  
(Action: Approved) |

**OLD BUSINESS (Action Items)**

| Proposed Curriculum Submission Process | M: Addison Everett  
S: Brent Hanson | APPROVED | MOTION BY ADDISON EVERETT, SECONDED BY BRENT HANSON, TO APPROVE THE PROPOSED CURRICULUM SUBMISSION PROCESS, AS PRESENTED.  
(Action: Approved) |
| 2015-2016 Calendar | M: Brenda Sabey  
S: Addison Everett | APPROVED | MOTION BY BRENDAA SABEY, SECONDED BY ADDISON EVERETT, TO APPROVE THE 2015-2016 ACADEMIC CALENDAR, WITH THE CAVEOT THAT A
| Workload Committee: Dixie Forum Director Workload | M: Carole Grady  
S: Addison Everett | APPROVED | MOTION BY CAROLE GRADY, SECONDED BY ADDISON EVERETT, TO APPROVE THE WORKLOAD COMMITTEE’S RECOMMENDATIONS TO RESTORE THE DIXIE FORUM DIRECTOR WORKLOAD TO 3 CREDITS PER SEMESTER AND THAT DR. LEWIS BE RETROACTIVELY COMPENSATED FOR THE REMAINDER OF THE FULL WORKLOAD RELEASE; THAT IS, 3 CREDITS FOR THIS ACADEMIC YEAR. ALSO, THE COMMITTEE WOULD LIKE A FORMAL DESCRIPTION OF THE POSITION CREATED AND AVAILABLE AS WE MOVE FORWARD TO RESTORE THE FORUM DIRECTOR WORKLOAD. (Action: Approved) |

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<tr>
<th>Degree Proposals</th>
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| Biology Education Minor | M: Brenda Sabey  
S: Victor Hasfurther | APPROVED | MOTION TO BRENDA SABEY, SECONDED BY VICTOR HASFURTHER, TO APPROVE THE BIOLOGY EDUCATION MINOR PROPOSAL, AS PRESENTED. (Action: Approved)  
DSU would like to offer those students who are pursuing an education degree outside of the Biology program the opportunity to pursue coursework in Biological sciences that will meet the State of Utah’s minimum course requirement for a Biology teaching endorsement. The Biology Department believes that a minor in Biology Education will successfully attract education students who are seeking to broaden their field of expertise and increase professional marketability through the addition of a Biology teaching endorsement. Moreover, establishment of this minor supports DSU’s goals of providing diverse and integrated educational options. |

| Biology Minor | M: Victor Hasfurther  
S: Becky | APPROVED | MOTION BY VICTOR HASFURTHER, SECONDED BY BECKY SMITH, TO APPROVE THE BIOLOGY MINOR DEGREE PROPOSAL, AS PRESENTED. (Action: Approved)  
Dixie State University (DSU) requests permission to offer Biology minor. The Biology Minor program will provide students the opportunity to gain a firm foundation of the core, unifying concepts of the Biological sciences, including molecular, organismal, ecological, and evolutionary principles. The courses required through the minor meets the Biology program learning outcomes of introducing extensive disciplinary knowledge, critical thinking skills, and scientific literacy. The successful completion of the minor requires 29 semester hours, at least 15 of which are upper-division. The Department of Biological Sciences is prepared to implement the minor program immediately. |
<table>
<thead>
<tr>
<th>Program</th>
<th>Chair</th>
<th>Vice Chair</th>
<th>Status</th>
<th>Motion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math Education Minor</td>
<td>Victor Hasfurther</td>
<td>Becky Smith</td>
<td>APPROVED</td>
<td>MOTION BY VICTOR HASFURTHER, SECONDED BY BECKY SMITH, TO APPROVE THE MATH EDUCATION MINOR AND THE MATH MINOR DEGREE PROPOSALS, AS PRESENTED. (Action: Approved)</td>
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<tr>
<td>Math Minor</td>
<td>M: Victor Hasfurther</td>
<td>S: Becky Smith</td>
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<td></td>
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<tr>
<td>Creative Writing Minor</td>
<td>Addison Everett</td>
<td>AmiJo Comeford</td>
<td>APPROVED</td>
<td>MOTION BY ADDISON EVERETT, SECONDED BY AMIJO COMEFORD, TO APPROVE THE CREATIVE WRITING MINOR DEGREE PROPOSAL, AS PRESENTED. (Action: Approved)</td>
</tr>
<tr>
<td>Creative Writing Minor</td>
<td>M: Addison Everett</td>
<td>S: AmiJo Comeford</td>
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<tr>
<td>Finance BS</td>
<td>Bill Christensen</td>
<td>Brent Hansen</td>
<td>APPROVED</td>
<td>MOTION BY BILL CHRISTENSEN, SECONDED BY BRENT HANSON, TO APPROVE THE FINANCE BS DEGREE PROPOSAL, AS PRESENTED. (Action, Approved)</td>
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<tr>
<td>Finance BS</td>
<td>M: Bill Christensen</td>
<td>S: Brent Hansen</td>
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</table>
The Bachelor of Science degree in Finance prepares graduates to plan, manage, and analyze the financial aspects and performance of business enterprises, banking institutions, and financial planning. It includes instruction in principles of accounting, financial instruments, capital planning, funds acquisition, asset and debt management, budgeting, financial analysis, and investments and portfolio management. The Finance major is particularly well suited for careers in corporate finance, international finance, new venture financing, investment research and portfolio management, banking, financial consulting, or business financial planning. In addition, a major in Finance is an excellent option for students interested in pursuing an MBA or law degree. No additional faculty is required at this time. We will need additional faculty as the degree grows.

| Student Policy Revisions – 5-23 Attendance | M: Brandon Price  
S: Carole Grady | APPROVED | MOTION BY BRANDON PRICE, SECONDED BY CAROLE GRADY, TO APPROVE THE STUDENT POLICY REVISIONS – 5-23 ATTENDANCE, AS PROPOSED. (Action: Approved) |
| Study Abroad Procedures (See Attachment) | M: Brenda Sabey  
S: Daphne Selbert | APPROVED 1 opposed | MOTION BY BRENDA SABEY, DULY SECONDED BY DAPHNE SELBERT, TO APPROVED THE UPDATED STUDY ABROAD PROCEDURES PROPOSAL, AS PRESENTED. (Action: Approved) |

**Definitions**

- **Study Abroad** – Any number of arrangements by which DSC students’ complete part of their degree program through educational activities outside the United States.
  - Faculty-lead programs – Short-term study abroad program in which a faculty member takes a group of DSC students to another country with the purpose of enhancing or offering a course that is unique to the location.
  - Direct enrollment/exchange programs – DSC student are directly enrolled in a foreign university and takes classes side-by-side with local students. Typically student is attending for an entire semester.
  - Program Director – The faculty member who is designated as the leader in a particular faculty-lead program.
  - Travel Study – Commonly used term to denote faculty-lead study abroad trips (see DSC policy 3-44).

**NEW BUSINESS (Information Items)**

| Suspending the Rules | M: Addison Everett  
S: Frank Lojko | APPROVED | MOTION BY ADDISON EVERETT, SECONDED BY FRANK LOJKO, TO SUSPEND THE RULES FOR TODAY’S NEW BUSINESS (INFORMATION ITEMS) TO ALLOW THE COUNCIL TO TAKE ACTION ON THE NEW BUSINESS AGENDA ITEMS. (Action: Approved) |
### Honor Graduates

**M:** Brent Hanson  
**S:** AmiJo Comeford

**APPROVED**

**MOTION BY BRENT HANSEN, SECONDED BY AMIJO COMEFORD, TO APPROVE THE 2013 HONOR GRADUATES.**  
*(Action: Approved)*

### Latin Honors

The distinction of Latin honors is reserved for baccalaureate graduates, according to the following standards:

- **Summa cum laude** shall be granted to those students whose cumulative GPA is at least 3.95.
- **Magna cum laude** shall be granted to those students whose cumulative GPA is at least 3.80.
- **Cum laude** shall be granted to those students whose cumulative GPA is at least 3.65.

Students who will have completed a minimum of 48 credits at Dixie State College at the time of graduation are eligible for Latin honors.

### Honors

Honors are awarded to recipients of associate degrees according to the following standards:

- **High honors** are awarded to students whose cumulative GPA is at least 3.75.
- **Honors** are awarded to students whose cumulative GPA is at least 3.50.

Students who will have completed a minimum of 30 credits at Dixie State College at the time of graduation are eligible for honors conferred with an associate degree.

### Valedictorian

The college valedictorian will be selected from among the top honors graduates, as determined by GPA, in each baccalaureate program during the current academic year.

Eligibility to be valedictorian is limited to graduation applicants who have already completed 48 credits at Dixie State College.

If two or more graduates in a major have the same GPA, the academic department will be asked to select one candidate for valedictorian.

For the purposes of valedictorian selection, each major will include all subsidiary emphases and secondary education teaching graduates.
Valedictorian candidates may be required to submit an application and complete a personal interview.

Academic Council has final approval of the valedictorian.

**Student Speaker**

The student speaker will be selected from among the top 1% of honors graduates, determined by GPA, of those graduating with an associate degree in the current academic year. Eligibility to be student speaker is limited to graduation applicants who have already completed 30 credits at Dixie State College. Student speaker candidates may be required to submit an application and complete a personal interview. Academic Council has final approval of the student speaker.

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**Degree Proposals**

- **Music Minor**
- **Music Education Minor**
- **Chemistry Minor**
- **Chemistry Education Minor**
- **Marketing Minor**
- **Management Minor**
- **Sociology Minor**

**M: Addison Everett**

**S: Victor Hasfurther**

**APPROVED**

**MOTION BY ADDISON EVERETT, SECONDED BY VICTOR HASFURTHER, TO APPROVE THE FOLLOWING DEGREE PROPOSALS, AS PRESENTED:**

**Music Minor**

(DSU) requests approval to offer a minor in Music, effective the July 1, 2013 or the first full semester after approval. Currently DSU offers very few minors, but the need and the demand for these programs have become clear. The proposed program includes 24 credits, and a minimum of 4 must be upper-division.

**Music Education Minor**

(DSU) requests approval to offer a minor in Music Education, effective July 1, 2013, or the first full semester after approval. The minor consists of 24 credits, 12 of which must be upper-division. Feedback from Washington County School District principals in January 2012 indicated that there is a need for more diversely credentialed graduates. A Music minor would be highly prized by hiring authorities of elementary education positions.

**Chemistry Minor**

Dixie State University (DSU) requests approval to offer a minor in Chemistry, effective July 1, 2013 or the first full semester after approval. The proposed minor requires 23-24 credits, 3-4 of which must be upper-division. DSU does not yet offer many minors, but the need and demand for these programs has become clear. Currently, the Chemistry courses offered at DSU provide significant support to the Biology Majors program, with all Biology majors...
required to take, at minimum, the General Chemistry series (CHEM 1210/15 and CHEM 1220/25). Additionally, DSU has historically seen a number of science graduates successfully pursue careers in the health sciences professions, including medicine, pharmacy, and dentistry. Acceptance into these graduate programs often requires Chemistry coursework through the Biochemistry I level (CHEM 3510). As many Biology majors are already taking Chemistry Minor- and Major-qualifying courses, the addition of one more 3000-level or higher chemistry course in order to attain a Minor in Chemistry would be a significant advantage for those students in applying to graduate programs. A Biology Major with a Chemistry Minor strengthens the application of DSU students to graduate academic programs and professional positions, as it deepens the students’ roots in the scientific method across the science disciplines.

Chemistry Education Minor
Dixie State University (DSU) requests approval to offer a minor in Chemistry Education, effective July 1, 2013 or the first full semester after approval. The proposed minor requires 40-41 credits, 10 of which must be upper-division. DSU students earning the Bachelor of Science in Secondary Education Biology are prime candidates to enroll in this program as they already fulfill some of the proposed minor’s requirements in their major, and the addition of a Chemistry endorsement would greatly improve these students’ employment opportunities, utility to schools and districts, and teaching effectiveness. Allowing students to earn teaching minors to supplement their training would benefit them and the Washington County schools where most of them will eventually work, and it would certainly make them more marketable. Washington County School District principals indicated that that they are much more likely to hire a new teacher, who is certified to teach in more than once area (meeting with DSU SET program faculty and administrators, January, 2012).

Marketing Minor
Dixie State University (DSU) requests permission to offer a minor in Marketing, effective July 1, 2013, or the first full semester after approval. The emphasis requires a minimum of 25 credits. As DSU has begun adding minors to its baccalaureate programs, many students have been requesting minors in Marketing and Management. As a result of the economic downturn, the popular media often publishes articles declaring the job market for recent college graduates as dismal at best. While employment rates in
general and the rate of recent college graduates finding employment vary widely by region, college major, and career choice, there are steps undergraduates can take to improve their employment opportunities after graduation, no matter what major they have selected.

**Management Minor**

Dixie State University (DSU) requests permission to offer a minor in Management, effective July 1, 2013, or the first full semester after approval. The minor requires a minimum of 25 credits. The minors in Management and Marketing are needed at DSU to provide these offerings to current students who have shown their desire to stay in Washington County to earn college degrees. Both minors have enough flexibility to allow students to train for positions in existing businesses or to start their own businesses, representing the entrepreneurial economy of Southern Utah. Receiving a credential in a Business-related field is “educating students for success.”

**Sociology Minor**

Sociology is a popular area of study at DSU, which currently offers a Sociology emphasis within the Integrated Studies baccalaureate. A minor would make this area of study accessible to even more students. The Sociology minor would be of particular use to students majoring in Psychology and Criminal Justice, several of whom have requested this minor, but the study of Sociology supplements many other areas of study as well, including History, English, Music, and Theatre. (Action: Approved)

<table>
<thead>
<tr>
<th>Chemistry Emphasis in INTS</th>
<th>M: Frank Lojko</th>
<th>APPROVED</th>
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<tbody>
<tr>
<td>S: Victor Hasfurther</td>
<td></td>
<td>MOTION BY FRANK LOJKO, SECONDED BY VICTOR HASFURTHER, TO APPROVE THE CHEMISTRY EMPHASIS IN INTEGRATED STUDIES DEGREE PROPOSAL, AS PRESENTED. (Action: Approved)</td>
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</tbody>
</table>

Dixie State University (DSU) requests approval of a Chemistry emphasis in the Integrated Studies baccalaureate program. The proposed emphasis is comprised of 28 credits, eight of which are upper-division, which is in addition to other Integrated Studies program requirements, including the 12-credit core curriculum and minimum 21-credit second emphasis. Chemistry Emphasis requirements focus on foundational courses in both Inorganic and Organic Chemistry that will prepare students for the Integrated Studies senior project. In addition, students have eight upper-division credits with which to individualize the emphasis to meet their own educational and professional goals.
<table>
<thead>
<tr>
<th>Management Emphasis in INTS</th>
<th>M: Becky Smith</th>
<th>APPROVED</th>
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<tbody>
<tr>
<td>Marketing Emphasis in INTS</td>
<td>S: Brenda Sabey</td>
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<tr>
<td>Business Emphasis in INTS</td>
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<td>(program discontinuation)</td>
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MOTION BY BECKY SMITH, SECONDED BY BRENDA SABEY, TO APPROVE THE MANAGEMENT EMPHASIS IN INTEGRATED STUDIES, THE MARKETING EMPHASIS IN INTEGRATED STUDIES AND THE PROGRAM DISCONTINUATION IN BUSINESS EMPHASIS IN INTEGRATED STUDIES, EFFECTIVE JULY 1, 2013, OR THE FIRST FULL SEMESTER AFTER APPROVAL. (Action: Approved)

Management Emphasis in INTS

Dixie State University (DSU) requests permission to offer a Management emphasis in the Integrated Studies Bachelor of Arts / Bachelor of Science program, effective July 1, 2013, or the first full semester after approval. The emphasis requires 27 credits, 15 of which are upper-division. Over 500 DSU students have declared Integrated Studies as their major, but the Business emphasis within that program has not been without its challenges for students and faculty. The Integrated Studies Department and the School of Business reviewed the performance of students enrolled in the Business emphasis and found problems with student outcomes in both content area knowledge and ability to analyze, synthesize, and integrate their two emphases. The conclusion was that students would benefit more from a mono-disciplinary approach within the disciplines represented in the existing Business emphasis rather than the general Business approach currently reflected in the requirements. Discussions with students focused on the two major areas of study most in demand by Integrated Studies students: Management and Marketing. Accounting and Finance required too many foundational courses and credits to be a good fit as emphases in the Integrated Studies program and DSU’s Economics curriculum is not yet mature enough to support an emphasis. Although Management and Marketing are only two of the disciplines taught in the School of Business, they are the best fit with the DSU Integrated Studies program, including the potential “fit” with other emphases, and meet the needs of the greatest number of students.

Marketing Emphasis in INTS

Dixie State University (DSU) requests permission to offer a Marketing emphasis in the Integrated Studies Bachelor of Arts / Bachelor of Science program, effective July 1, 2013, or the first full semester after approval. The emphasis requires 28 credits, 15 of which are upper-division. To accomplish this change, the Integrated Studies department and the School of Business
have proposed a three-part curricular revision, each with a separate proposal:

1. Discontinuing the current Integrated Studies Business emphasis
2. Creating Integrated Studies Marketing emphasis
3. Creating Integrated Studies Management emphasis

**Business Emphasis in INTS (program discontinuation)**

Dixie State University (DSU) requests permission to discontinue the Business emphasis in the Integrated Studies Bachelor of Arts / Bachelor of Science program, effective July 1, 2013, and dependent on approval of one or both of the proposed Management and Marketing emphases in the same program.

<table>
<thead>
<tr>
<th>Online Teaching and Learning Certificate of Proficiency</th>
<th>M: Brenda Sabey</th>
<th>S: Becky Smith</th>
<th>APPROVED</th>
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<tbody>
<tr>
<td><strong>MOTION BY BRENDA SABEY, SECONDED BY BECKY SMITH, TO APPROVE THE ONLINE TEACHING AND LEARNING CERTIFICATE OF PROFICIENCY PROPOSAL, AS PRESENTED.</strong></td>
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<td>(Action: Approved)</td>
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<tr>
<td>Dixie State University (DSU) requests approval to offer the Online Teaching and Learning (OTL) Certificate of Proficiency, effective July 1, 2013, or the first full semester after approval. The certificate requires 16 credits. The Online Teaching and Learning (OTL) Certificate prepares licensed K-12 educators to design, teach, and evaluate student learning in digital environments. The program will be offered on a 2-semester cohort schedule.</td>
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<tr>
<td>To be admitted to the program, students must:</td>
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<tr>
<td>• Be fully admitted or readmitted as a matriculated DSU student, including submission of all previous college/university transcripts</td>
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<tr>
<td>• Supply proof of a current teaching license</td>
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<td>• Have a minimum 2.75 GPA in most recent 30 semester credits</td>
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<thead>
<tr>
<th>Course Evaluation for Spring Semester</th>
<th>M: Brent Hanson</th>
<th>S: Carole Grady</th>
<th>APPROVED</th>
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<tbody>
<tr>
<td><strong>MOTION BY BRENT HANSON, SECONDED BY CAROLE GRADY, TO APPROVE THE PROPOSED DATES FOR COURSE EVALUATION FOR SPRING SEMESTER 2013.</strong> (Action Approved)</td>
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<tr>
<td><strong>AMENDMENT TO THE MOTION, TO MOVE THE START DATE OF THE COURSE EVALUATIONS FOR SPRING SEMESTER 2013 TO MONDAY, APRIL 22, 2013, LEAVING THE CLOSE DATE ON FRIDAY, MAY 10, 2013.</strong> (Action: Approved)</td>
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Proposed dates:
- The Surveys will be available for students starting on Monday April 15, April 22, 2013.
- The Surveys will close on Thursday, May 9, 2013.
  (As we have done in previous surveys, the students can view any posted grades as soon as they have completed all of their course surveys.)
- Results will be available for faculty to view beginning Friday, May 10, 2013.
- All Students can view their grades after May 15.

<table>
<thead>
<tr>
<th>Students Taking Online Classes Outside the Country</th>
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<tr>
<td>Students from China will be going home prior to final exams. They are requesting they be allowed take an incomplete in their classes, then come back the next semester to take their final exams.</td>
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<tr>
<td>David requested the he be given some time to research this request before we make any decision. Council members agreed.</td>
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<tr>
<th>Other</th>
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<tr>
<td>The Council welcomed Nate Staheli. Nate is our new Faculty Senate President Elect.</td>
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| Adjourned: 5:10 p.m. | M: Becky Smith S: Carole Grady | APPROVED |