

Academic & Student Affairs Committee
Minutes of the Meeting of October 31, 2017

The Academic and Student Affairs Committee met on October 31, 2017, in the Loft of the Guillot University Center. The following voting members were present: Dr. Greg Carnes, Dr. Lisa Clayton, Mr. Sean Gillman, Dr. Kevin Jacques, Dr. Patricia Roden, Dr. Lynne Rieff, Ms. Kenda Rusevlyan, Mr. Jason Sparks, Dr. Daniel Stevens, Ms. Jennifer Sutton, and Ms. Heather Unger-Robertson, and Dr. Leah Whitten. Non-voting members in attendance were: Dr. Joy Borah, Dr. Carmen Burkhalter, Dr. Donna Lefort, Mr. Ron Patterson, Dr. Peggy Bergeron for Dr. Vicki Pierce, Mr. David Shields, and Dr. Chunsheng Zhang.

Call to Order

Ms. Stephanie Mohr, chair, called the meeting to order at approximately 3:35 p.m.

Approval of Agenda

The agenda was approved by consensus.

Review of Minutes

Dr. Roden made a motion to approve the minutes from August 29, 2017, as printed. Mr. Gillman seconded and the motion carried.

Old Business

Election of Vice Chair – Dr. Kevin Jacques volunteered to serve as vice chair and was approved by consensus.

New Business

- a. Thanksgiving Holiday Extension for Academic Year 2019 – 2020. Committee members discussed the pros and cons of the three proposals offered to address the requested extension of the Thanksgiving holiday. The proposals include:
1. Maintain the current schedule, with Monday and Tuesday reserved for registration, faculty meetings, and school prep activities, keeping Fall Break, and allowing time after Thanksgiving to wrap up semester in an effective manner. This prevents a full week off for Thanksgiving and necessitates late commencement ceremonies and less time to conclude end of term processing.
 2. Classes begin on Tuesday, lose Fall Break, full week off for Thanksgiving. Would lose one day of registration prior to start of classes and would still have late commencement ceremonies and lack of time to conclude end of term processing.
 3. Classes start on Monday, keep Fall Break, full week off for Thanksgiving. Would lose two days of registration prior to start of classes. Faculty meetings would need to occur week prior to start of classes. Late Commencement Ceremonies and lack of time to conclude end of term processing.
- After discussion of the pros and cons of each proposal, the committee voted, with four members in favor of proposal #1 and eight members in favor of proposal #2.

- b. Addendum to Travel Policy – The Addendum to the Travel Policy prohibits University employees from sharing a room with a student and/or students when traveling on behalf of the University. Committee members were concerned that this would increase expenses so that the trips would not be possible. Therefore, the Addendum was approved with language inserted that “exceptions may be granted in special circumstances on a case-by-case basis with prior approval of the college dean or appropriate vice president.”

Announcements

- Next Meeting – November 28, 2017, 3:30 p.m., GUC Loft (This meeting was subsequently cancelled.)

Adjourn

The committee adjourned at approximately 4:35 p.m.

Submitted by:

Kelly Ford
Committee Recorder