# Academic Council Meeting Minutes
## May 6, 2004

**Members present:** Ed Lieberman – School of Education, Jeff Willden – Business, Tom Colton – Languages and Humanities, Lynda Rowe – Social Sciences and Fine Arts, Glenn Keaton – Sciences, Math, and Vocational Technology
**Members absent:** Lois Gage – Nursing and Tony Satur – Human Performance and Athletics
**Staff and Faculty present:** Lourdes Villazon as recorder.

Academic Council Chair Glenn Keaton called the meeting to order at 1:12 pm.

1) Minutes
   The April 29, 2004 minutes were accepted without changes.

2) Agenda
   The May 6, 2004 agenda was accepted without changes:

3) Old Business
   a) Disability statement
      Dr. Celia Lamkin informed Glenn that she did not agree with the disability statement approved at the 3.18.04 AC meeting. Dr. Lamkin said that the 2.26.04 meeting minutes did not mention a statement she made, which was "If you have a documented disability and wish to discuss academic accommodations, please contact me (Instructor) as soon as possible". The minutes did not record this statement; it however stated that Dr. Lamkin was going to bring a statement for AC to review. One was not submitted. The council agreed to maintain the statement approved on the 3.18.04 meeting.
      The council would like a more detailed disability statement to be written in the catalog that includes the contact information of the Disability Support Services (DSS) office.

   b) School of Education
      i) ED110 Introduction to Teaching and Participation CG
         Item tabled

      ii) Elementary Education IDP
          The council moved, seconded and unanimously approved to recommend the IDP for Elementary Education.

   c) Business course guides
      i) CS260 Network Operating Systems I
         The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **CS 260 "Network Operating Systems I"**.

      ii) CS140 Database Applications I
          The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **CS140 "Database Applications I"** with pending changes.

      iii) CS150 Spreadsheet Applications
           The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **CS150 "Spreadsheet Applications"** with pending changes.

      iv) MG206 Business Communication

The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **MG206 "Business Communication"** with pending changes.

   v)  MG231 Introduction to Business
      The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **MG231 "Introduction to Business"** with pending changes.

   vi) MG236 Introduction to International Business
      The council moved, seconded and unanimously approved to recommend the Curriculum Action Request/Course Guide for **MG236 "Introduction to International Business"** with pending changes.

4) Other Issues
   a)  Course guide template
      No new issue.

   b)  Course guide web template
      Actual course guide web template will be in place in three weeks.

   c)  Introduction to Computers and transfer students
      Item tabled.

5) New Business
   a)  Business Administration IDPs
      i)   International Business Emphasis
      ii)  Accounting Emphasis
      iii) Business Management Emphasis
      iv) Computer Applications Emphasis
      v)  Office Technology Administration Emphasis
      vi) Sales and Marketing Emphasis
      vii) Hospitality Management Emphasis
         Items tabled.

6) Schedule of next meeting

   The next meeting is scheduled for May 13, 2004.  The meeting adjourned at 1:55pm.