

**Academic Senate**  
**Minutes of the Meeting of Monday, March 11, 2002**  
**Board Room – 3:10 p.m.**

**Members Present:**

Cathy Anderson  
Carolyn Borg  
Dave Bush  
Estella Cox

Sue Hess  
Shirley Hoffacker  
Sandy Johnson  
Vickie Kimbrough

Cathe Ledford  
Warren Lytle  
Susan Meacham

**Chuck Spotts**

Laura Valvatne

**Guests Present:**

1. Call to Order: The meeting was called to order at 3:10 p.m.
2. Approval of Previous Minutes – Postponed until next meeting when minutes are available.
3. Reports
  - a. State Academic Senate Applied Technology Committee –  
As Raleigh Ross was not present, this will be postponed until next meeting.

b. SSAT (Retention Committee)

Cathy reported on the committee which had discussed ways to make it easier to have clubs on campus. Studies have found that students who are part of a club are three times as likely to remain in school. The committee will try to find out where the problems are and contact current club advisors for input.

c. Tenure Party

The party (hosted by the Senate and Faculty Association) will be March 14, the day after the Board Meeting granting tenure. Cathy has sent out notices and Dave will e-mail a map/reminder to all.

4. Discussion/Action Items

a. Recommendations from the SSAT subcommittee

Chuck passed out two motions which had been passed by the Student Success Action Team (SSAT) for consideration by the Senate. It was moved/seconded/approved (Bush/Meacham) the Academic Senate take a stand recommending that prerequisites be enforced in the scheduling process.

Financial Aids and Admissions and Records are currently under the VP for Administrative Services causing overlaps and problems in communications. It was moved/seconded/approved (Cox/Spotts) that the Senate advocate for returning Financial Aid and Admissions and Records to the Center for Student Services.

b. TOEFL

The Scholastic Standards Committee recommends changing the policy regarding the TOEFL (Test of English as a Foreign Language) entrance requirement for international students from a minimum score of 500 to a score of 450 with the stipulation that those with scores under 500 enroll in ESL course work and maintain full-time status. It was moved/seconded/approved (Bush/Borg) we support the recommendation of the Scholastic Standards Committee and determine which policies this affects.

c. Bylaws Draft 2

Changes were discussed which will be presented in the next draft.

d. Academic Renewal Policy Draft 2

**It was moved/seconded/approved (Lytle/Valvatne) we accept the Academic Renewal Policy Draft 2 with changes (moving items #8 & #9 to be procedures not policy).**

e. Policy for Grade Appeals Draft 2

**It was moved/seconded/approved (Lytle/Borg) we accept the 2/20/02 draft with changes (Title to be Grade Appeal Policy and delete the sentence “The Vice President’s decision is final . . . “).**

f. Hiring Priorities Procedure – Postponed

g. Excellent Educator Nominations

Chuck reported we had five nominations: Mark Blaser, Dave Bush, Roger Gerard, Chris Kutras, and Marcia McKenzie. He will be putting their nomination papers on reserve in the library to be reviewed before the vote at the next meeting, March 25.

5. Other – None

6. Adjournment – The meeting was adjourned at 4:45 p.m.

Submitted by

Sandra Johnson, Acting Secretary