

Academic Assembly

May 19, 2014

3:00 – 3:35pm

MINUTES

Present: David Arnesen, Brady Carlson, Carol Wolfe Clay, Brooke Coleman, Karen Cowgill, Tito Cruz, Bill Ehmann, Terry Foster, Meggie Green, Christian Halliburton, Chuck Lawrence, Michael Matriotti, Sean McDowell, Erik Olsen, Roshanak Roshandel, Rob Rutherford, Kristen Schuyler, Heath Spencer, John Strait, Toni Vezeau

Minutes taken by Rosa Hughes

- I. Review of 4-21-14 Minutes
 - A. Add Terry to present list
 - B. Add item IV.D.1.d. "All degree programs must go through normal university approval process"
 - C. Approved with one abstention
- II. Digital Procurement Policy update
 - A. Policy is to always go through the campus store for digital order
 1. Digital material currently in use is sometimes incompatible with software systems used, etc.
 2. Currently working to make wide selection of digital material available
 - B. Discussion
 1. Often digital material that faculty need is not available through the campus store because the campus store uses a finite number of distributors
 2. Digital books through the library are a separate license and vendor agreement
 3. Campus store links are either clickable or embedded through Canvas
 4. Let Chuck Lawrence know of difficulties as we move forward with digital material usage
- III. Student Leave of Absence Policy
 - A. New policy allows centralized tracking of students who miss one quarter or more
 1. Paperwork process with set forms and required signatures
 2. Return process
 3. Financial aid implications
 4. Does not include students who defer a year
 5. Does not apply to Law School (separate policy)
 6. Applies to international students
 - B. Discussion
 1. Check Library head of circulation to ensure process covers continuing access to library
 2. Study abroad students may need to be handled differently
 - C. Motion to endorse with consideration paid to discussion at meeting
 1. Approved with no abstentions
- IV. AcA Membership, Officers and Appointments AY14-15
 - A. Meggie Green will be the SGSU rep
 - B. College/school upcoming elections
 1. Albers, STM, Arts and Sciences, Matteo Ricci, Nursing (interim 1-year term) will have appointments by June 2 AcA meeting

2. Science and Engineering elected David Neel
 3. Law School will hold election in early September
 4. Education – no open position for next year
 5. Library – no open position for next year
- C. Members are not to hold administrative positions with their school/college
 - D. Separate election held for new part time positions
- V. Next meeting agenda
- A. Ombudsperson discussion – consider informal mediation versus office of notice
 - B. Part time elections
 1. Many have not received contracts yet and are unsure if they will be at SU in the fall
 2. AcA will hold part time representative elections in September, prior to fall quarter
 - C. Enrollment Services is seeking AcA representatives to serve on a committee on student recruitment and retention