

**FINLANDIA**  
UNIVERSITY

**Minutes**

**Academic Council**

Tuesday, January 30, 2018

12:00 PM

Jutila Room 324 (conference room)

Meeting called to order at 12:08 pm

**Action Items**

1. Approval of Agenda  
Motion: Denise Vandeville  
Second: Jason Oyadomari  
*Approved*
2. Approval of 1-9-18 Minutes  
Motion: Erin Barnett  
Second: Jason Oyadomari  
Additions/Deletions: Add artist's name - Onni Nordman  
*Approved*
3. WI Course Proposal – Jason Oyadomari  
Motion: Jason Oyadomari  
Second: Denise Vandeville  
Discussion:
  - Different topics courses
  - Have been through Curriculum Committee
  - If instructor changes, does course stay WI? It would depend on the department*Approved*

**Discussion Items:**

1. Academic Calendar for Summer - Jason Oyadomari
  - a. Published in past but hasn't been done in last couple of years; can usually be found on the website
  - b. May 21 - July 13 are dates for summer term; July 4 only as a holiday (no extra days)
  - c. Drop/add date - the 24th
  - d. Would be good to begin summer term a certain number of weeks after regular term; keep it set and consistent for each year
  - e. What about next year when we push semester back? Do we wait 3 weeks where we will start after Memorial Day, or do we wait 2 weeks?
  - f. Angela approved \$200/cr hr for discounted courses

2. Grant process – Fredi de Yampert
  - a. If anyone finds a grant they would like to pursue, it must go through Doreen to be tracked
  - b. Deans, Fredi, and Grants Office - should be alerted when wanting to write grant
    - i. Could Doreen announce at Campus Conversations which grants are approved or in process? Would help with collaboration.....if 2 people are going after same grant, they could collaborate and perhaps ask for larger amount; Doreen could have published list? A grant report during Campus Conversations could also be a celebration time for those who take it upon themselves to do the work
3. Learning Solutions: moving forward – Fredi de Yampert
  - a. Process is moving forward
  - b. Good references from other institutions; served 3 populations: online market (100% online programs), professional development and certificate programs; Provides bridge for transfer students to complete things while they are transferring;
  - c. Could we open up to Finlandia students with criteria....100+ credits, gpa of 3.0 or 3.5, advisor approval? Good idea, but we will wait until we get it going before moving that direction
  - d. Can our faculty be facilitators for extra money? Yes, they can apply.
  - e. If a student isn't happy with their grade through Lumerit, how do they appeal? We use our appeals process; student will appeal to us, and Fredi will contact Lumerit. Can Fredi override grade from Lumerit if absolutely necessary? Yes
  - f. DSS accommodations established by Lumerit....we collect documentation and communicate with Lumerit
  - g. Our grading scale will be embedded in Lumerit from advising handbook
  - h. Training....approving content, facilitators, registering and enrolling (registrar), monitoring for success; who will go through this training? training possible as early as next week
    - i. All deans should have admin rights to look at courses
    - j. Are we marketing Lumerit courses, recruiting? Yes, but haven't started yet
    - k. When students apply, they will apply for Finlandia or Finlandia online...2 portals; Register 2 separate paths....both in Empower; will have to be coded differently
    - l. Will hire someone to oversee; has been budgeted; no job description yet; FT director for innovative and online learning
4. Academic Progress Reports – Fredi de Yampert
  - a. Thursdays at lunch best time for athletics to meet with faculty; topic will be academic progress reports
  - b. Geri and Bridget co-chairing faculty athletic committee
5. HLC Annual Conference – Fredi de Yampert
  - a. Will send 4 to at least Accreditation conference (Denise, Jason O, Philip, Fredi); then conference Sun - Tues; will cost \$8000 to send all to full conference

6. IB Credits – Jason Sullivan
  - a. Do we want to add these to 2018-19 catalog to go along with AP? Other institutions only take in HL (higher level) courses and not standard level; Collin has one now asking about it; just a discussion point right now; overall consensus is that we need in catalog to go along with CLEP, AP, etc. Could even put “IB credits accepted upon evaluation” (and be able to provide rationale if we don’t accept)
7. Final Exam Schedule – Jason Sullivan
  - a. How to combine the fall and spring exam schedule templates into one document; Some classes falling off template of scheduled times; Will examine more closely in summer

### **Reports and Announcements**

1. VP for Academic Affairs—Fred deYampert
  1. Summer Institute
    - i. Still waiting - no news....should know end of Jan/beginning Feb
  2. Budget process
    - i. need to focus this year on at least 1% increase for everyone to show value of employees
  3. Met with Mark Lounibos (faculty committee)...just checking in; grateful to bring everyone to 9 month; would like to see SCAS be represented with 1 tenured and 1 untenured next year; see mostly editorial changes in handbook....no policy changes
  4. Benefits committee meeting called by Fredi; faculty wanted a change in leadership on committee; Fredi proposed co-chairs, one representing faculty and one representing staff
2. Dean of Students—Erin Barnett
  1. Maxient...launching around spring break time
  2. Honors Society....Laura will enter into database to induct new members
  3. Study Abroad....4 nursing students; Annie Jo going to Ireland
  4. Admissions....
    - i. trying new things; focusing on transfer students; how to best utilize staff;
    - ii. 33 deposits for fall...200+ packaged for financial aid; will have a more realistic pic of numbers by removing those who don’t respond even if they have applied;
    - iii. Have one open staff position in admissions; would like to hire someone to focus on international students; How can we afford airfare for this position? Need to resource it....would start small but build
3. Registrar—Jason Sullivan
  1. Schedule templates by Feb 6; will send schedules out for final approval in early March
  2. Progress sheets will be sent out in 2 or 3 weeks; hope to have everything completed before faculty leaves in May
  3. Catalog - 18-19 shadow catalog ready; Tracy will send email
    - i. Best process to have everything returned so catalog can be ready by June 1
    - ii. Progress sheets for pre-law or a pathway/articulation

4. Faculty Athletic Advisor—Kevin Manninen
  1. No report
5. Academic Deans' reports
  1. SCAS—Jason Oyadomari
    - i. Will be looking to fill Math faculty position (Tracy Lang)
    - ii. Philosophy ongoing...over 100 apps; program (specialty areas) might change since 1 person designed program
    - iii. Working with schedule....wellness courses moving to new time (couldn't get cardio room)
  2. ISB—Kevin Manninen
    - i. Hiring 2 new faculty....so far 1 lead for accounting, no one yet for marketing
    - ii. New Finn Zone office in Houghton Feb 14 - BPA Day at FAHC; Calumet bringing 25 students...Ishpeming possibly bringing 20+
  3. ISAD—Denise Vandeville
    - i. Finished So-Jr reviews...gathering assessment info
    - ii. Working w/ A&D project course - 2 students working on ArtPrize out of Grand Rapids to do UP Artists Pavilion ; PR rollout ...wk of Feb 12-19 here talking with students
    - iii. Summer art institute; faculty looking at their respective areas; meeting with each faculty to see what is needed to accommodate max # of students in studios; possibly construction work to expand graphics lab
    - iv. Chinese new year begins Feb 16, so we hope to have answer from Beihai by then for summer (Fall - 2+2 is not contingent on summer)
    - v. Soup-A-Bowl Saturday 11 a.m. - 2 p.m. in Jutila
  4. CHS—Fred de Yampert
    - i. Curriculum change from nursing coming up in 2019-2020
    - ii. Very few students in MA program
    - iii. PTA running smoothly with new leaders this year
    - iv. CHS got 2nd half of Towsley Grant
    - v. SIM lab growing; undergoing training
    - vi. CHS Benefactor....no updates
    - vii. Signed agreement with Air Force ROTC; students calling ROTC office at Tech looking at Nursing and CJ at Finlandia; could we have Air Force ROTC scholarships?

Adjourned: 2:40

**Attachments:**

- AC Meeting Minutes 1-9-18
- WI Course Proposals – ENG 350Za, ENG 350Zb, ENG 350Zc