

FINLANDIA

UNIVERSITY

Academic Council

January 9, 2018 • 12:30 p.m.

Jutila 324

MINUTES

Present: Fredi de Yampert (Chair), Erin Barnett, Kevin Manninen, Jason Oyadomari, Denise Vandeville

Excused: Jason Sullivan

Recorder: Tracy Henderson

Meeting called to order: 12:30 PM

Action Items:

1. Approval of Agenda

Motion: Jason Oyadomari

Second: Erin Barnett

Changes/Corrections – Add to discussion items: Summer courses (Denise Vandeville)

Approved

2. Approval of 11-28-17 Minutes

Motion: Denise Vandeville

Second: Jason Oyadomari

Changes/Corrections – None

Approved

3. WI Program Revision

Motion: Jason Oyadomari

Second: Denise Vandeville

Discussion:

- Revision will remove WI requirement for AAS General Studies ESL

Approved

Discussion Items:

1. Lumerit/Learning Solutions

- An initial agreement has been drafted
 - 5 yr, non-binding agreement
 - We will pay \$325/student/course (\$375 if book is embedded in course pack)
 - Either side can pull out of agreement with 30 day notice
 - We will receive 2 complimentary orientation sessions
 - Students will order textbooks through Lumerit online bookstore, not North Wind Books
- Agreement has been sent back to Lumerit to change some of the language
 - Facilitators are listed as our adjuncts but are not employees of Finlandia

- Course materials will be sole property of Finlandia and not to be used by others without permission
 - Hope to have system in place by April
- 2. Maxient set-up and training
 - Looking to go live by March
 - We can revisit level access for some people; CHS directors should have level 4 access
 - Need to input remaining data, especially Academic Integrity, to track
- 3. Meeting with Athletics
 - Faculty and Athletics need to set up a meeting time as soon as possible
 - Lunch meeting would be best
 - Fredi will talk to Curtis to arrange time
- 4. Writing Intensive Course Policy
 - Kevin is concerned that there aren't enough choices, especially for transfer students
- 5. Beihai Agreement Update
 - No students during spring semester; running out of time for visas
 - Great need for these students during summer to help alleviate costs of summer courses
- 6. Advisor/Advisee Responsibilities
 - Kevin mentioned Business student who didn't communicate with advisor which course he took over the summer and ended up taking the same course during the fall semester
 - Degree audit software would be beneficial
- 7. Schoology – tutor access
 - Should tutors be given access to Schoology to view course syllabi?
 - No – students can print off schedules and syllabi or pull up on phone; it is the student's responsibility
- 8. Summer courses
 - There are no Finnish or Religion courses scheduled for summer; one student needs during the summer to be able to walk during spring graduation
 - Should this be made available every semester since it is required for all students?
 - There is adjunct position posted for summer to teach Finnish or Religion

Reports and Announcements:

1. VP for Academic Affairs
 - Need all department updates for upcoming Board meeting
 - Kevin is recruiting 2 students to talk about Mobile Mentoring at the board meeting
 - All GDC courses need to be approved by February faculty meeting
 - Conducting phone interviews for administrative assistant position
2. Dean of Students
 - MLK Day of Service – Monday, January 15
 - Human Trafficking event – Wednesday, January 24 in Jutila 323 6:30-8:00 PM

3. Registrar

- Drop/Add deadline this Friday, January 12 by 4:00 PM
- Enrollment at 385 (retention numbers were good!)
- Fall schedules due February 5

4. FAR

- No report

5. Academic Deans

- SCAS
 - Searching for faculty and adjuncts; over 40 applications so far
- ISB
 - No report
- ISAD
 - Third week of January – Sophomore/Junior reviews
 - Next Thursday evening is the exhibit opening of another artist on campus
- CHS
 - Lori and Mark have officially switched roles
 - Losing a nursing faculty
 - PTA is running well
 - Pre-MAS only has 1 student, with possibly 1 incoming

Meeting adjourned at 3:20 p.m.

Minutes recorded and submitted by Tracy Henderson