



## Minutes – February 21, 2017 1-2:30pm, Faculty Conference Room Provost Council

ATTENDEES	Sue Opp, Marc McGee, Priscilla Muha, Michele Van Hoeck, Mike Kazek, Steve Browne, Gary Moser, Peg Solveson, Tamra Donnelly, Mike Holden, Cynthia Trevisan, Tom Nordenholz, Graham Benton
ABSENT	Jim Burns, Sam Pecota, Ryan Dudley
GUESTS	Jessica McGinley

AGENDA ITEM	
<b>1. Approve Minutes from Jan. 31, 2017</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>One minor change: add “MT” to approved major changes</li> </ul>
CONCLUSIONS	Approved
<b>2. Syllabus Policy</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>Graham brought to senate exec, dean &amp; chairs</li> <li>ATI Template is a Word File, cannot be prepopulated</li> <li>Chairs would like the Admins to be responsible for checking</li> <li>Each department is responsible for checking their policies</li> <li>Add link to Academic Integrity Policy &amp; sanctions for violations</li> </ul>
CONCLUSIONS	Bring back to chairs for final discussion, then to the Senate Exec
<b>3. Textbook Adoption Policy</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>Minor changes have been made</li> <li>Has been brought to the Chairs</li> <li>Looked good to everyone</li> </ul>
CONCLUSIONS	Bring to the Senate
<b>4. Priority Registration Policy</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>More than 200 students currently receive priority registration (PR)</li> <li>Required: Veterans (about 50) and Fostered Youth (about 3 or 4)</li> <li>A lot of student leadership are receiving PR as “perks”</li> <li>Athletes who are receiving scholarships to play for Cal Maritime (about 20 <i>ideally</i>) should receive PR to allow them to make practices (otherwise defeats purpose of scholarship) – last on the PR list</li> <li>Students with health restrictions &amp;/or disabilities - need clarification from Siobhan Case</li> <li>Students actively enrolled in <b>off-campus</b> ROTC (about 6) program to be identified by the Registrar’s Office</li> </ul>
CONCLUSIONS	Students receiving priority registration should not exceed 10% of campus, unless an exception is made by the Provost
<b>5. Graduation Initiative 2025</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>Sue handed out her report that she plans to hand in to the CO’s office</li> </ul>
CONCLUSIONS	No issues with the report from anyone
<b>6. Repeat Course</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>Peg handed out policy for review</li> </ul>
CONCLUSIONS	Will be discussed at the next meeting

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Change of Major Policy	Graham Benton	3/14/17

Plans for future meetings:		
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