

<b>Academic Policies Committee</b>	
Minutes	
Thursday, May 3, 2018	
Ellison Campus Center, Underground	
Meeting: APC 2017/2018: 13	
Convened	The meeting convened at 3:22 p.m.
Attending	Mercy Bashir, Andrew Darien, Clarke Fowler, Bonnie Galinski, Joseph Gustafson, Severin Kitanov, Marty Krugman (vice-chair), Sara Moore, Kristin Pangallo, Arthur Rosenthal, and Peter Walker (Chair).
Guest(s)	Julie Whitlow (English and Center for International Education)
Attached documents	Minutes of meeting of 19 April 2018; 18:270 revised; 18:271
<b>I.</b>	<b>Chair's Report</b>
<b>II.</b>	<p><b>Approval of the Minutes of 4/19/2018</b>  Motion to approve minutes, as revised:  Motion made by M. Krugman  Seconded by K. Pangallo  The motion passed unanimously.</p> <p>Motion to consider new business before old business:  Motion made by S. Kitanov  Seconded by M. Bashir  The motion passed unanimously.</p>
<b>III.</b>	<p><b>Old Business</b>  <b>Academic Policies and Information</b></p> <p>B. Galinski said she would contact M. Miller (Registrar) about changes to the academic policies section of the online catalog. One of the changes involved changing the sentence saying, "Students and employees may be required to have a Salem State University email account in order to access certain University resources, such as Learning Management System or Navigator (the University web portal)" to "Students and employees will be required to have a Salem State University email account in order to access certain University resources, such as the Learning Management System currently being used or Navigator (the University web portal)." Another change would involve the course repeat policy. These changes, and possibly others, will be submitted to governance in the future for approval.</p>
<b>IV.</b>	<p><b>New Business</b>  <b>Motion to approve the "Update of Catalog for Center for International Education" (18:270), as revised.</b>  An additional change to the proposal, proposed by J. Whitlow, involved changing "International Visiting Scholar Institutue (VISI)" to "Visiting International Scholar Institute (VISI)".  Motion made by S. Moore  Seconded by M. Krugman</p>

	<p>The motion to approve as revised passed unanimously with one abstention.</p> <p><b>Motion to approve “Pre-Health Advisor” (18:271):</b>  Motion made by S. Kitanov  Seconded by B. Galinski  P. Walker explained that the main change to this policy is that, instead of naming a specific contact person, the catalog would now say, “The Pre-Health Advisor can be reached at <a href="mailto:pre-health@salemstate.edu">pre-health@salemstate.edu</a> or through the chairperson of the Biology Department.”  The motion passed unanimously.</p>
<b>V.</b>	<p><b>Adjournment</b></p> <p><b>Motion to adjourn.</b>  Motion made by B. Galinski  Seconded by A. Darien  The motion passed unanimously.</p>
<b>Adjourned</b>	At 3:50 p.m.

Respectfully submitted,  
Arthur Rosenthal (Mathematics)

Next meeting: May 3, 2018 at 3:52 pm