

**ALL-UNIVERSITY COMMITTEE**  
**Salem State University**  
**MINUTES – 17/18:08**  
**April 20, 2018**

**Convened:** Time: 3:05 p.m. Meier Hall room 100C.

**Attending:** Ryan Fisher, Karen House, Scott James, Keith Ratner, Kanishkan Sathasivam, Nancy Schultz, David Silva

Please note: AUC = All-University Committee, UCC = University Curriculum Committee, APC= Academic Policies Committee, SAC = Student Affairs Committee

**I. Chair's Report**

**A. Rotating Recorders & Meeting Schedule**

May 4 (Karen House recording) – MH249E

May 25 – if needed (David Silva recording) – MH249E

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**II. Approval of Minutes**

**A. Academic Policies Committee 17/18:09**

Motion to approve: S James, Seconded by N Schultz

Discussion included observation that Spring semester is routinely longer than the Fall semester (as noted in the APC minutes, too). It was noted that the MSCA contract specifies annual teaching days required, but does not specify how they are distributed across semesters. It was also noted that we frequently have snow days in the Spring semester, and the “extra” class meetings are often not realized. Minutes unanimously approved.

**B. Academic Policies Committee 17/18:10**

Motion to approve: R Fisher, Seconded by K House

Discussion: Two changes were discussed and referred back to APC on the 20-21 Academic Calendar: (1) Since we have no evening classes on Saturdays, it was recommended that the “Makeup Day” for October 31 DGCE classes be removed, and (2) It was noted that the Add/Drop end date of September 9 does not allow for Monday only classes to have met (because of the late Labor Day holiday) – is there a solution to this?

It was also recommended that the APC minutes be changed for clarity: the section on “Allowing courses to be used for Economics Minor and a Major” – change the

language "...change to the existing policy is that currently the *university* does not allow students..." to "...change to the existing policy is that currently the *department* does not allow students..."

Unanimously approved.

C. Curriculum Committee 17/18:12

Motion to approve: S James, Seconded by K House

No discussion. Unanimously approved.

III. Old Business

The chair reported that Avril Hevey-Doucette from the Registrar's Office will attend the next meeting to provide some previously requested information regarding transfer.

The chair reported that he met the new SGA Vice President, Sabrina Mohamed, at an event and that she was very interested in promoting student involvement on committees. Keith will follow up with her early in the Fall semester if re-elected to AUC.

IV. New Business

A member noted that while the APC and Curriculum Committee meetings were included in the Academic Affairs email newsletter, that the AUC meetings were not; David will follow up with staff in the office to have them included in the future.

Motion to adjourn by D Silva; seconded by K Sathasivam. Unanimously approved.

Meeting adjourned at 3:25.

Minutes respectfully submitted by Scott James.