

Academic Standards and Policy Committee Meeting

Minutes

September 19, 2017

12pm – 1pm

Chair: Donna Emanuele

Members: Sheree Aston, Eric Gupta, Shalechia Hunt, Beatrice Saviola, Valerie Quan, Irina Vukmanovic Nosrat

Absent: Denten Eldredge

Zoom Connection: <https://westernu.zoom.us/j/147465508>

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Meeting ID: 147 465 508

Topic/ Presenter/ Duration	Discussion – Analysis	Revision – Action	Owner(s)	Due
Purpose of the Committee	Message from the Chair			
Introduction to OneDrive -Gabriel Valencia-Martinez, CGN	OneDrive - All minutes, agendas, and documents related to this committee will be shared on the OneDrive. - Login is exact same login as your computer with @westernu.edu - Please go through and familiarize yourself with the OneDrive.			
Program Review -Donna Emanuele	- College of Optometry will be the next program for the committee. Their action report will be received on October 24 th . - The program review calendar has been added onto the OneDrive.	- <i>Dr. Emanuele and Dr. Hunt will meet Juan Ramirez, Director of Office of Institutional Research, to discuss in specifics what the next steps will be and where the programs that we will be considering review for.</i>		
Curriculum Committees	- Dr. Emanuele reached out to the Deans and identified all the Chairs of each colleges Curriculum Committees. - One of the action steps that this committee wanted to take was put together a sub committee, twice a year, have a liaison from this committee facilitate and invite the Chairs to participate so	- <i>Dr. Shalechia Hunt volunteered to facilitate the sub committee.</i>		

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	<p>that the committee can understand what the processes are and what each curriculum committee is doing.</p> <ul style="list-style-type: none"> - The sub committee could work on uniformity across programs. The content for each program wont be shared but the actual structure would be. 	<ul style="list-style-type: none"> - <i>From the curriculum chairs we could try and collect policies/ procedures/ operating guidelines if there are any.</i> - <i>Looking to meet February-June.</i> 		
Minutes for Review	Click here to access minutes folder			
Next Meeting	October 17, 2017			

Communication: Minutes reviewed and approved on __/__/____. Distributed to AS&P on 10/10/2017.

Ongoing Action Items			
Action Item	Owner(s)	Due	Status