

**Minutes of the Undergraduate Council
Andrews University
November 6, 2006**

John Markovic, chair; Ben A. Maguad, secretary; Gordon Atkins, Michelle Bacchiocchi, Marsha Beal, Emilio Garcia-Marenko, Keith Mattingly, Donald May, Boon-Chai Ng, Martin Smith, Charles Tidwell, Gary Williams, Jeannie Wolfer

Members present

Emilio Garcia-Marenko, in the capacity of acting chair, welcomed the members to the first meeting of the Council for the 2006-2007 academic year.

Welcome

Keith Mattingly offered the opening prayer.

Prayer

The Council elected the following individuals as officers for the year 2006-2007: John Markovic – chair; Michelle Bacchiocchi – vice-chair; Ben A. Maguad – secretary.

Election of officers

John Markovic, newly-elected chair, presided over the business of the Council for the rest of the meeting.

Newly elected chair
presiding

The Council voted to approve the minutes of its February 6, 2006 meeting.

Approval of minutes

The Council reviewed the composition of its sub-committees: General Education Committee, Honors Council, Academic Policies Sub-Committee, and Admission Sub-Committee.

Sub-Committees

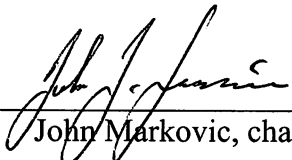
The following observations were made regarding the composition of the following sub-committees:


Sub-Committees
Composition

- Honors Council – the names of Carlos Flores and Brent Geraty were taken off the list; Karl Bailey's name was added to the list; the Honors Council was still looking for one individual from the music department.
- Academic Policies Sub-Committee – the names of Alaina Bell and Nadine Shillingford were taken off the list; the names of Andrej Kis and Boon-Chai Ng were added to the list.

The Council approved the recommendation of Donald May to expand the composition of the General Education Committee by moving to this committee names from the General Education Advisory Committee.

Composition of the
General Education
Committee


John Markovic, chair


Ben A. Maguad, secretary

Martin,

Yes, go ahead. I assume 10-15 mins is enough time to make the prelim report. Since I am new at this "job", I will also inquire and find out what is the process for moving this through the Council. Let's schedule this item at the very beginning of the agenda, let's say, 3:35 pm. The meeting starts at 3:30. Whatever paper work you bring with yourself, make about 25 copies. See you there.

John

From: Martin Smith

Sent: Tuesday, November 28, 2006 11:16 AM

To: John Markovic

Subject: Undergraduate Council Agenda

John,

I have an agenda item for Undergraduate Council.

1. Revision to Architecture Non-Professional Degree.

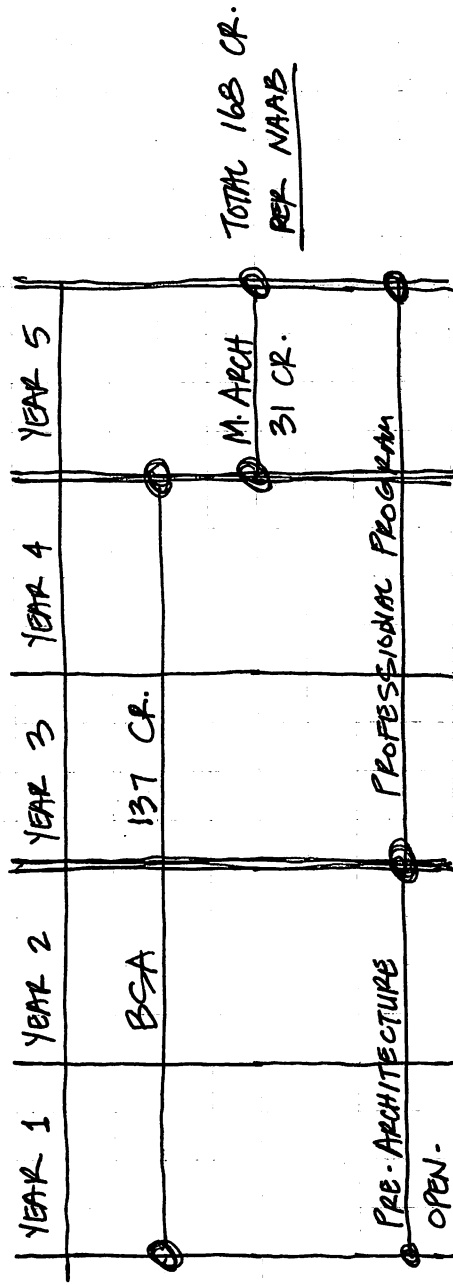
The Division of Architecture is in the process of revising its non-professional Bachelor of Science in Architectural Studies degree. I would like to make a preliminary report and find out what the process is for moving this through the Council. Let me know if this can be on the December agenda. Thank you.

Martin D. Smith
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12/4/06

DIVISION OF ARCHITECTURE

PROFESSIONAL DEGREE (BSA + M.Arch)



* SEPARATE GEN. ED. REQUIREMENTS

130 ± MAJORS

130

Non-PROFESSIONAL DEGREE (B.S.A.S.)

127 CREDITS

GEN. EDs. SAME AS B.S. DEGREE

PROBLEMS:

- DEGREE NOT MEANINGFUL FOR ARCHITECTURAL EMPLOYMENT.
- NO STUDENTS VOLUNTARILY TAKE B.S.A.S. (DEFAULT DEGREE).
- GEN. EDs. DON'T MATCH UP WITH B.S.A.
- MINOR HARD TO FIT IN.

BSAS requires minor

CAN BSAS use prof GE package?

why offered?
what kind of work?

Is this problem of incompatibility between gen. GE req. for 2 degree that seems #4 low

4 MAJORS

TABLE 1
GENERAL EDUCATION: B.A. AND B.S. DEGREES

SEMESTER CREDITS		MATHEMATICS	2-4
RELIGION	12	Skills—Mathematics Placement Examination score of at least P2.	
RELT100 God and Human Life	3	Reasoning—MATH145 Reasoning with Functions*, or MATH141, 166, 167, 168 or 182	
Choose 9 credits from the following:		For more information, see the previous page.	
RELB210 Jesus in His Time and Ours	3		
RELB225 Doctrines of Adventist Faith	3		
RELT250 Personal Spirituality and Faith	3		
RELT340 Religion and Ethics in Modern Society	3		
RELP400 Senior Seminar: Health Professionals*	3		
* Intended for Nursing majors		* BS majors in Speech-Language Pathology and Audiology, BA majors in History or Political Science, and BS majors in Political Science or Social Science take STAT285.	
LANGUAGE/COMMUNICATION	9-13	COMPUTER TOOLS	0 or 3
COMM104 Communication Skills	3	Pass competency exam or take INFS110 Computer Tools.	
ENGL115 English Composition I	3		
ENGL215 English Composition II	3	SOCIAL SCIENCES	6
Intermediate Language (For BA only)*	4	Take one foundation course from the following:	
* Students whose first language is not English may waive this requirement by scoring 550 on the paper TOEFL or 213 on the computer TOEFL or a minimum score of 80 on the MELAB. Students whose language is not English may also fulfill this requirement by completing the Advanced English courses and passing the Exit Exam offered by the Center for Intensive English Programs.		ANTH200 Cultural Anthropology	3
		ECON225 Macroeconomics	3
		GEOG110 Survey of Geography	3
		PLSC104 American Government	3
		PSYC101 Introduction to Psychology	3
		SOCI119 Principles of Sociology	3
ARTS/HUMANITIES	12-13	Take one of the following:	
HIST117 Civilizations and Ideas I	3	BHSC220 Contemporary Social Issues	3
HIST118 Civilizations and Ideas II	3	BHSC235 Culture, Place and Interdependence	3
IDSC211 Creativity and the Arts	3	IDSC237 The Individual, State, and Marketplace	3
Choose 3 credits from the following:		PSYC180 Dealing with Your Mind	3
ARTH220 Language of Art	3		
ENGL255 Studies in Literature	3	PE/WELLNESS	3
INLS215 Great Classics of Culture	3	HLED120 Fit and Well and two activity courses (each 1 credit)	
MUHL214 Enjoyment of Music	3		
PHIL224 Intro to Philosophy	3	SERVICE	2+
PHTO210 History of Photography	3	BHSC100 Philosophy of Service	2
PHTO115 Introduction to Photography	4	BHSC300 Fieldwork ("S" designated major course or service plan or 2 credits of fieldwork)	0-2
or			
3 credits of Studio Art/Ensemble Music	3		
NATURAL/PHYSICAL SCIENCES*	9-10	BS TOTAL	56-61+
Non-science majors take the following:		BA TOTAL	60-65+
IDSC321 Scientific Inquiry I	3		
IDSC322 Scientific Inquiry II	3		
And one of the following:			
BIOL100 Human Biology	3		
BIOL208 Principles of Environmental Science	4		
BIOL330 History of Earth and Life	3		
CHEM110 Introduction to Inorganic/Organic Chemistry	4		
FDNT230 Nutrition (with lab)	4		
PHYS110 Astronomy	3		
PHYS405 Acoustics of Music/Hearing	3		
* Science majors and majors requiring science cognates take a minimum of 9 credits of science lab courses from two areas of science.			

TABLE 2
GENERAL EDUCATION: PROFESSIONAL DEGREE REQUIREMENTS

BACHELOR OF SCIENCE IN ARCHITECTURE		
Religion	12	Same as BS requirements
Language/Communication	9	Same as BS requirements
Arts/Humanities	6	Take HIST117, 118
Natural/Physical Sciences	4	Take PHYS141
Mathematics	4	Take MATH168
Computer Tools	0 or 3	Same as BS requirements
Social Sciences	3	Take ARCH370
PE/Wellness	3	Same as BS requirements
Service	2+	Same as BS requirements
TOTAL	43 or 46	
BACHELOR OF BUSINESS ADMINISTRATION		
Religion	12	Take RELT100, either RELT340 or 390, and choose two courses from RELB210, RELT225, 250, or RELP400.
Language/Communication	9	Same as BS requirements
Arts/Humanities	6	Take HIST118 and one of ENGL255, MUHL214, ARTH220, PHIL224
Natural/Physical Sciences	6	Take IDSC321, 322
Mathematics	3	Take MATH166
Computer Tools	0	See major
Social Sciences	6	Take PSYC101 and SOCI119
PE/Wellness	3	Same as BS requirements
Service	2+	Same as BS requirements
TOTAL	47+	
BACHELOR OF FINE ARTS		
Religion	12	Same as BS requirements
Language/Communication	9	Same as BS requirements
Arts/Humanities	9	Take HIST117, 118 and IDSC211
Natural/Physical Sciences	3	Take one of PHYS110, CHEM110, BIOL208 or 330
Mathematics	2-4	Same as BS requirements
Computer Tools	0	See major
Social Sciences	3	Take foundation course or interdisciplinary course
PE/Wellness	3	Same as BS requirements
Service	2+	Same as BS requirements
TOTAL	43-45+	

Department of History and Political Science

Proposed Political Science Major

Drop current Interdisciplinary Major and replace with the following:

BA/BS: Political Science--42

Required courses:

PLSC104 American Government	3
PLSC120 Analyzing Politics	3
PLSC225 Comparative Politics or PLSC230 International Relations	3
PLSC425 Crafting Constitutions and Public Policy	3
PLSC470 Political Thought	3
PLSC480 Senior Seminar	3
PLSC498 Research Seminar	3

Total Credits Required Courses	21
Additional Credits Political Science Electives	21

A maximum of 12 credits of PLSC478 and PLSC490 combined may be applied to the major. The Major Field Achievement Test in political science must be taken by all majors in their senior year. *Students seeking secondary certification must complete HIST204 and 205, which they may apply to the major; in addition to major requirements, secondary certification students must also complete HIST459, GEOG110, and ECON225.*

— bench-memory date

Copy

John Markovic

From: Don May
Sent: Tuesday, November 28, 2006 7:22 AM
To: John Markovic
Subject: FW: RE: A BRIEF VISIT TO THE UNDERGRAD COUNCIL

Sure, no problem - thanks for the invite.
Don

-----Original Message-----

From: John Markovic
Sent: Mon 11/27/2006 6:10 PM
To: Don May
Subject: RE: A BRIEF VISIT TO THE UNDERGRAD COUNCIL

Don,

Would you be willing to come to the Undergrad Council at our next meeting, Dec 4, 2006, at 3:30 pm, in AD306, and inform the council of what is currently transpiring at the Gen Ed Committee. I would like to have the Council informed of the issues and concerns, problems (if any) and plans that are on the table at this time. Your presentation does not have to be lengthy, 10 mins or so.

Let me know if this is possible.

Thanks,

John

General Education Committee

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APPENDIX Q

ORGANIZATION AND WORKING POLICY FOR THE ANDREWS UNIVERSITY UNDERGRADUATE FACULTY AND UNDERGRADUATE COUNCIL

1:816

I—Introduction

This document describes the roles of the various entities of the University charged with the responsibility of providing a focused thrust to the quality-control, promotion and coordination of the undergraduate programs at Andrews University.

Section 1

These tasks have been assigned to the undergraduate faculties of the constituent schools of Andrews University acting in concert as the “undergraduate faculty” of the University.

Section 2

In turn the undergraduate faculty of the University has delegated these responsibilities to an “undergraduate council” whose membership consists of elected representatives from each of the constituent schools of the University.

First, the document defines the undergraduate faculty and then its functions are described. Next a definition is given of the undergraduate council after which the terms of reference are given and its operating policies outlined.

II—Undergraduate Faculty and Meetings

Section 1

The undergraduate faculty is made up of all faculty members, from all schools of the University, who teach undergraduate courses.

Section 2

Membership of the undergraduate faculty shall be by annual appointment of the president of the University after consultation with the vice president for academic administration and deans of respective undergraduate schools.

what about the tenured faculty

Section 3

The primary responsibility for nominating faculty members for membership in the undergraduate faculty shall rest with the department chair and the concurrence of the dean of the school of primary appointment and the vice president for academic administration.

Section 4

The undergraduate faculty shall have the responsibilities as outlined in (A) above.

Section 5

Those responsibilities of the undergraduate faculty as outlined in the Terms of Reference in Section D, are delegated to the undergraduate council.

Section 6

The "undergraduate faculty" as a group composed of the undergraduate faculties of the constituent schools of the University shall serve as a reference body, on matters referred to it by the undergraduate council (see B 12, 13, F and G below).

Section 7

Members of the "undergraduate faculty" shall receive and review the minutes of the undergraduate council.

Section 8

The "undergraduate faculty" shall be scheduled to meet at least once during each academic year. Special meetings shall be scheduled as outlined in sections 12-14 below.

Section 9

The chair who shall be the vice president for academic administration, shall call and preside at meetings of the undergraduate faculty.

Section 10

The minutes of the meetings of the undergraduate faculty shall be kept by the secretary who shall be the Andrews University director of records.

Section 11

The agenda shall be distributed at least ten days prior to a regular faculty meeting.

Section 12

The order of business at regular meetings shall be:

- a. reading and approval of the minutes of the previous meeting
- b. communications and announcements
- c. report and review of undergraduate council decisions and activities
- d. agenda for the day

Section 13

A quorum of the undergraduate faculty shall be 40% of its total membership.

what is the #?

Section 14

Special meetings of the "undergraduate faculty" may be called at any time by the chair on the basis of a challenge from a two-thirds majority appeal of the total "undergraduate faculty" of a given constituent school of the University [or forty (40) members of the College of Arts and Sciences] against a decision of the undergraduate council (see F5 and 6 below).

Section 15

At a special meeting of the "undergraduate faculty," only the business that precipitated the meeting may be discussed.

Section 16

A two-thirds majority of the "undergraduate faculty" of the University present (those present to be not less than a quorum) at such a specially called meeting is required to disapprove the disputed action of the undergraduate council. Since undergraduate council decisions stand unless overturned, a failure to achieve a two-thirds majority at such a special session of the undergraduate faculty of the University shall mean that the disputed decision of the undergraduate council shall stand.

III—Undergraduate Council

The undergraduate council is a group of faculty teaching at the undergraduate level, who shall, with respect to undergraduate affairs at the University and on behalf of all the undergraduate schools of the University, serve as a coordinating, policy-making, consulting, quality control, and advisory council to the president and the University administration.

Wow!

Members of the undergraduate council are independent voices with special obligations seeking what is best for the University and do not represent specific schools of the University.

IV—Terms of Reference of the Undergraduate Council

The terms of reference of the undergraduate council shall be:

1. To advise the administration and the general faculty on undergraduate affairs at the University.
2. To advise on undergraduate matters referred to it by one or more constituent schools of the University or any of their committees, who regard the matter for counsel to be of interest and concern to all of the undergraduate schools of the University.
3. To coordinate common undergraduate thrusts towards reaching the goals and objectives of the University in pursuit of its own mission.
4. To take appropriate steps to ensure parity of program standards and quality among the different undergraduate schools of the University.
5. To provide a common forum for communication among undergraduate schools and for the discussion of common problems.
6. To establish minimum criteria, policies and procedures for requirements, activities and programs designed to be common to all the undergraduate schools such as:
 - a. approval of general education requirements
 - b. requirements for the various categories of associate and baccalaureate degrees
 - c. admission requirements
 - d. level of English language proficiency required for the various undergraduate degree programs
 - e. academic standards to ensure quality for off-campus programs
 - f. course outlines and syllabi preparation
 - g. program development, review, termination and introduction of new ones within each of the undergraduate schools
7. To keep the members of the undergraduate faculty fully informed of decisions taken on their behalf and if necessary to provide them an opportunity for input whenever needed.

V—Membership of the Undergraduate Council

Section 1

Members of the undergraduate council shall be annually appointed by the president of the University at the beginning of the summer quarter, after due process as described below.

now
done
by deans

Section 2

Membership of the undergraduate council shall be open only to:

- a. members of the faculty who teach undergraduate courses and who hold rank in one of the constituent schools of the University
- b. *ex-officio* members listed in Section 4 below.

Section 3

The undergraduate council shall consist of *ex-officio*, elected and appointed members totalling nineteen (19) voting members, and constituted as follows with an additional seven (7) non-voting *ex-officio* Advisory Members:

- a. *ex-officio* members (6)
- b. Members elected (10)
- c. Members appointed by the president (3)
- d. Advisory Members *ex-officio* (7)

voting

Section 4:

ex-officio members (6) are:

- a. The president of Andrews University
- b. The vice-president for academic administration
- c. The dean of the college of arts and sciences
- d. The dean of the school of business
- e. The dean of the school of education
- f. The dean of the college of technology

? architecture

Section 5

The elected members (10) of the undergraduate council shall represent all of the constituent schools of the University offering undergraduate programs as follows:

- a. College of arts and sciences (4)
- b. School of business (2)
- c. School of education (2)
- d. College of technology (2)

Section 6

The members appointed by the president (3):

- a. *One* full professor (deans, associate or assistant deans excluded) selected from the undergraduate faculty on the basis of experience, expertise and seniority.
- b. *One* faculty member (deans, associate deans, or assistant deans excluded) selected from among the membership of the general education committee as recommended by the general education committee.
- c. *One* faculty member (deans, associate deans, or assistant deans excluded) selected from the membership of the honors program committee as recommended by the honors committee.

Section 7

Advisory Members (without vote) *ex-officio* (7):

- a. Vice president for financial administration
- b. Dean of adult and continuing education
- c. Director of the James White Library
- d. Director of the Andrews University computing center
- e. Registrar
- f. Director of the academic support and advising services center.
- g. Vice president for enrollment services.

Section 8

is this
ever
done?

The elected members of the undergraduate council are nominated by a majority vote of the faculty of a given school of the University from among the non-administrative members of the faculty of that school.

Section 9

The members of the undergraduate council appointed by the president are appointed according to the procedure outlined in Section E6 above.

Section 10

The officers of the undergraduate council are elected by members of the undergraduate council from among themselves (excluding deans) at the last regular meeting of the spring term for the following year and are the following:

- a. Chair *MARIKOVIĆ*
- b. Vice-chair *BACCHIOCCHI*
- c. Secretary *MAQUED*

Section 11

The duties of the officers of the undergraduate council shall be as follows:

- a. Chair: to prepare an agenda, call meetings, and to preside at them
- b. Vice-chair: to function in the place of the chair in his/her absence or as designated by the chair
- c. Secretary: be responsible for the maintenance and circulation of the minutes of meetings and of subcirculation of the minutes of meetings and of sub-committee reports. He/she shall also assist the chair in preparing the agenda and calling of meetings.

Section 12

Terms of service for the elected and appointed members of the undergraduate council shall be for three years. The rotation of members shall start after the second year with one third of the elected and appointed council members retiring each year thereafter.

Section 13

Members may be elected or appointed for no more than two consecutive terms of service.

Section 14

Membership changes required by the rotation formula described in Section E6 above shall be initiated annually by the president's office.

Section 15

Should any elected or appointed member fail to serve a full term, a replacement shall be obtained to serve the remainder of the term by procedures specified in Section E6, 8, 9, 12, 13, and 14 above.

VI—Meetings of the Undergraduate Council

Section 1

The undergraduate council shall normally be scheduled to meet at least once per quarter except for the summer quarter with the provision of special meetings as called by the chair. Special meetings are defined as meetings which were not initially scheduled at the beginning of the academic year.

Section 2

Agenda items may be submitted to the chair by any member of the undergraduate council or from the committees and sub-committees that report to the undergraduate council. The submissions are to be in writing. Relevant agenda items may also be submitted to the chair by the faculty of any of the constituent schools of the University or any of their sub-committees.

Section 3

Agenda items which involve the following shall not be finalized by a vote on the day introduced, but shall be held over until the next special or regularly scheduled meeting following the meeting of introduction and discussion:

- a. The introduction of new undergraduate policy(ies), except for recommendations from the general education, honors program, and academic support and advising services committees.
- b. A change in existing undergraduate policy(ies) except for recommendations from the general education, honors program and academic support and advisory services committees.
- c. The introduction of new programs, except as recommended by the sub-committee on program development and review.
- d. Substantive changes to existing programs, except as recommended by the sub-committee on program development and review.

Section 4

Minutes of the proceedings of the undergraduate Council shall be recorded and maintained by the secretary who shall also be responsible for distributing copies of the minutes within a week to all members of the council as well as to each undergraduate faculty member. ✓

Section 5

A decision of the undergraduate council may be challenged as provided for by policy in B14-16 above as well as F6 below. If a decision of the undergraduate council is challenged the "undergraduate faculty" of the University shall be asked to resolve the *impasse* in the manner described and implemented as described F7 below.

Section 6

21 days

Decisions taken by the undergraduate council may be implemented after twenty-one (21) days from the date of being made, unless challenged by a two-thirds majority of the total "undergraduate faculty" of a given constituent school (see exception in B14 above) of the University (see Section B14-16 as well as F5 above for calling special meetings and for the resolution of such an *impasse*).

Section 7

The routing of undergraduate council decisions shall be as follows:

- a. Decisions judged not to be affecting graduate programs of the University are immediately referred for implementation to the various undergraduate schools of the University by the secretary of the undergraduate council.
 - i. Should the undergraduate council decision *not be challenged* by any of the undergraduate faculties, the action of the undergraduate council shall be implemented after the required number of days have elapsed (sections B14-16 and F6).
 - ii. At this time the *general faculty* shall be informed of this by the vice-president for academic administration.
- b. Decisions judged to impinge on graduate programs, are referred by the vice-president for academic administration to the general faculty for final approval and recommendation to the Board of Trustees by the president of the University.

Section 8

A quorum shall consist of nine (9) voting members.

VII—Standing Committees and Sub-committees Reporting to the Undergraduate Council

Section 1

Standing and *ad-hoc* sub-committees may be designated as needed by the undergraduate council and may include representatives who are not regular members of the undergraduate council.

Section 2

The standing committees and sub-committees reporting to the undergraduate council include:

- don't have it*
- a. Admissions Program development and review sub-committee (appointed by the undergraduate council)
 - b. Academic policies sub-committee (appointed by the undergraduate council)
 - c. General education committee (appointed by the president)
 - d. Academic support and advising services council (for matters pertaining to undergraduate affairs and appointed by the president) *?*
 - e. Honors programs committee (appointed by the president).

VIII—Parliamentary Authority

The rules contained in *Robert's Rules of Order*, newly revised, shall govern meetings in all cases to which they are applicable and in which they are not inconsistent with these policies.

IX—Interpretation of this Document

The President of Andrews University shall be the ultimate authority in matters of dispute over the interpretation of the ORGANIZATION AND WORKING POLICY FOR THE ANDREWS UNIVERSITY UNDERGRADUATE COUNCIL.

X—PROCEDURES FOR AMENDMENTS

Section 1

Proposals for amendments to the ORGANIZATION AND WORKING POLICY FOR THE ANDREWS UNIVERSITY UNDERGRADUATE COUNCIL may come from a member of the Undergraduate Faculty at a regular or special meeting of the Undergraduate Faculty.

Section 2

All proposals for amendments to the ORGANIZATION AND WORKING POLICY FOR THE ANDREWS UNIVERSITY UNDERGRADUATE COUNCIL must be studied and approved by a majority vote of the undergraduate council, according to the policies outlined in Division F above governing meetings. If approved, the proposal will be recommended to the Undergraduate Faculty.

Section 3

Approval of an amendment to the ORGANIZATION AND WORKING POLICY FOR THE ANDREWS UNIVERSITY UNDERGRADUATE COUNCIL will require a two-thirds majority vote of the entire Undergraduate Faculty at either a regular or special meeting of the Undergraduate Faculty (see Division F above).

Section 4

Proposals for amendments to the ORGANIZATION AND WORKING POLICY FOR THE ANDREWS UNIVERSITY UNDERGRADUATE COUNCIL shall be voted by the Board of Trustees before they may be implemented.

The computing committee shall have two sub-committees namely "Administrative" and "Academic Computing" sub-committees. They shall conduct continuing study on the development and improvement of computing services for the administrative and academic departments, and shall make recommendations to the computing committee.

C. SPECIFIC SCHOOL COMMITTEES AND COUNCILS

1:620

Committee on Academic Policies

how many?

1:620:1

Each college/school/division has its own academic policies committee which functions where appropriate within the minimum prerequisites of undergraduate and graduate councils. In some cases the school may combine the functions of this committee with the committee on courses and curriculum (see policy #1:620:6); in other schools there will be separate committees. The academic policies committee conducts a continuous study of and makes recommendations to the faculty of its respective school concerning such matters as the following:

1. The requirements for admission, attendance, residency, and graduation of on-campus that affect the school students and of those in affiliated schools and extension programs.
2. Establishment of new degrees and sizes of majors, minors, and concentrations.
3. The distinction between upper and lower division courses and numbers of credits to be required in each where applicable.
4. The grading system and required grade point averages.
5. Who should be recommended for various honors.
6. Granting of credit by transfer, by examination, and by off-campus study, etc.
7. Policies to govern the granting of petition requests by students for exceptions to graduation requirements.
8. Discipline for students in cases of cheating, plagiarism, or other infractions of academic honesty.

Professional Degree Councils

1:620:2

Professional degree program(s) requiring or desiring recognition by special accreditation bodies must meet the respective academic and clinical standards and criteria. These may or may not overlap those established by the University. The internal control required for each such a program will vary from the usual university governance structure (see policy #s 1:821 and 1:822 for the organizational details governing the degree councils for physical therapy and medical technology) known as a *professional degree council* which shall report to *professional undergraduate and graduate faculty* (see policy #s 1:823 and 2:216 for more details on the professional faculty).

The professional degree council is chaired by the dean of the College of Arts and Sciences, with as secretary the chair of the department offering the particular degree. Other members of

7. approve the budget for the Academic Support and Advising Services and consider relevant financial policies

The council members shall include the academic deans from the College of Arts and Sciences, College of Technology, School of Education, School of Business and Division of Architecture, directors of the Writing, Reading, Math and Academic Skills Centers, three academic advisers, the vice president for academic administration and the director of Academic Support and Advising Services. For further details on the Academic Support and Advising Services Council see policy #1:842.

Undergraduate Council

1:610:9

The Undergraduate Council is a group of faculty members who act on behalf of all of the faculty who teach in the undergraduate programs of the University. The Undergraduate Faculty as a group has delegated its own responsibilities to the Undergraduate Council.

The function of the Undergraduate Council is to promote and coordinate the undergraduate programs of the University. As a quality control entity for undergraduate programs it sets minimum standards for degree programs, admission standards, graduation requirements, and standards and procedures for program review and development. The Undergraduate Council periodically reports to the Undergraduate Faculty to whom it is responsible. (See policy #1:816 for more details on the undergraduate council structure, membership, and function.)

Graduate Council

1:610:10

The "graduate faculty" of the University has assigned to the graduate council its mandate to promote research, control academic quality, and to coordinate the graduate education efforts based in, and carried on in, the constituent schools of the University.

The graduate council is chaired by the dean of the school of graduate studies. It is composed of appointed and elected graduate faculty members and graduate students, according to criteria and procedures laid down in the *Andrews University Working Policy*. Details of the functions and responsibilities of the graduate council are spelled out in policy #1:815.

Committee on General Education

1:610:11

This committee of the undergraduate schools shall study the general education program and formulate general education policies which are processed via the undergraduate council of the University.

The committee on general education is responsible for reviewing syllabi of courses offered in the general education program, assuring that these courses reflect the broad objectives adopted by the University faculty. These courses provide broad liberal education in the context of the Seventh-day Adventist world view. The committee may invite teachers to discuss the presentation of the courses offered in the general education program, to show how they fit the general education objectives, and to demonstrate their relevance to current curriculum thought and understanding as evidenced in contemporary educational literature.

what are the broad objectives?