1. **Approval of the November 12, 2013, Minutes**
   The Council reviewed and approved the November 12, 2013, minutes pending a revision to paragraph 3 of item 1 for clarity.

   **Action:** Ms. Dina Kathman will amend paragraph 3, as requested by the Council, and post the final document to the Academic Council web page.

2. **Proposed USF System Policy 10-039 USF International Education Experiences for Students**
   The Council reviewed USF System Policy 10-039 and suggested minor changes to lines 16 (“the approval of the Provost & Regional Chancellors…”) and 17 (“charges to the students related to…”)

   Council members also questioned whether or not there is going to be a charge assessed to the campuses in connection with the revised policy.

   **Action:** Dr. Bonnie Jones will forward the Council’s changes to Tampa. She will also check on whether or not an additional charge will be assessed to the USF institutions as a result of the policy change.

3. **Four Credit to Three Credit Conversion**
   Dr. Jones asked the Council to review the conversion handouts she provided in preparation for discussion of this item at the December 18 meeting.

4. **New Amended Student Fees**
   This item was tabled to the December 18 meeting.

5. **Proposed Regulation/Policy Development Policy**
   The Council reviewed Policy Number 0-001 and suggested that the term “USF” as it refers to the Tampa campus be removed

   **Action:** Dr. Jones will send the Council’s suggested change to Regional Chancellors, Dr. Arthur Guilford, Dr. Sophia Wisniewska, and Dr. Vivian Fueyo, for review.
6. **New York Times Proposal**
Dr. Rose informed the Council about the recent meeting she and Dr. Jones had with a New York Times representative regarding the benefits of its Academic Site License.

Following discussion, the Council determined that the expenditure is not justified at this time given ample New York Times resources already available to students through USF Libraries.

**Action:** Dr. Jones will contact the New York Times to let them know that the Academic Council has discussed the proposal, but is not supportive of the purchase of a site license at this time.

7. **Class Meetings Plan**
The Council reviewed Dr. Jane Rose’s proposal for revising the current class meetings time blocks and agreed to have Dr. Rhonda Moraca compare it to the current class meeting patterns.

**Action:** Dr. Moraca will lay out a new schedule based on Dr. Rose’s proposal and bring it back to the December 18 Academic Council meeting for review.

Council members agreed that any changes to the class meetings time blocks will not be implemented until fall 2014.

8. **Faculty Classroom Request Form**
Dr. Moraca provided the Council with a draft copy of the Faculty Classroom Request Form, noting that the Culinary Facility in Lakewood Ranch and room B106 have been added.

Following review of the form, the Council requested that “Selby as classroom” be amended to include Wednesday through Saturday.

**Action:** Dr. Moraca will amend the form and send it by e-mail to the Deans and the class schedulers for review and use.

9. **APC/Faculty Senate Reports and Approvals**

   **General**
   a. Foreign Language Graduation Requirement Change

   **College of Arts and Sciences**
   b. CCJ 6719 Grant Writing for Criminal Justice Admin. – new
   c. Master of Criminal Justice Administration – change
   d. Bachelor of Communication Sciences & Disorders – change
   e. Bachelor of Social Work - pre-proposal
   f. SLS 2140 Foundations for Professional Success – new
   g. SPN 1132 Introductory Spanish for High Beginner – new
   h. GEY 4692 Gerontology Capstone – new
   i. Gerontology Concentration in BSAS – change
j. Gerontology Concentration in ISS - change

k. ISS 3300 Research Methods in the Social Sciences – change

l. PSY 3203 Introduction to Psychological Statistics – new

m. Bachelor of Psychology – change

**College of Hospitality and Technology Leadership**

n. CGS 4856 Intermediate Web Design - change

o. CIS 4203 Computer Forensics & Investigations – change

p. CIS 4204 Ethical Hacking – change

q. COP 3259 Comprehensive Java – change

r. COP 3722 Advanced Database Design – change

s. COP 4376 Java-Based Python (Jython) - change

The Council discussed the APC-approved items above, which were reviewed electronically prior to the meeting, and agreed that the Bachelor of Social Work pre-proposal (item e.), should be approved, but strengthened before it goes through Tampa.

**Motion:** Dr. Terry Osborn made a motion to accept the APC approvals, with the exception of the Bachelor of Communication Sciences & Disorders change (item d.), which will be brought back to the Academic Council for a vote in February 2014 following that month’s APC meeting. Dr. Cihan Cobanoglu seconded the motion. All in favor. Motion passed.

Regarding the System Faculty Council, Dr. Hunsader reported the following:

- There are faculty awards that are open to all System campuses. Dr. Hunsader will get additional information on this and bring it back to the Council at a later date.

- For the first time, all System officers will be assessed by all System faculty. In the past, this has only been done on the Tampa campus.

- The Executive Committee will be meeting in a few weeks to look at the Faculty Campus Climate Survey for edits.

  Dr. Jones directed Dr. Hunsader to Ms. Laura Hoffman for assistance with the survey template.

- There is a proposed new protocol for getting items on the Faculty Senate agenda, but it has not gone beyond the Executive Committee, at this point.

10. **Enrollment Report**

Ms. Mary Beth Wallace provided the Enrollment report for the week of November 25, 2013. She noted that numbers are up, including those for the North Port instructional site.
11. **Deans’ Reports**  
a) College of Arts & Sciences  

Dr. Jane Rose wanted to confirm that the deans are all receiving the Associate Deans for Research updates.

12. **Next Meeting**  
The next Academic Council meeting is scheduled to take place on Wednesday, December 18, 2013, 10:00 a.m.-12:00 p.m., in the Campus Board Room. The meeting was moved from December 10 due to Dr. Jones’ attendance at the 2013 SACS Conference in Atlanta, GA.