1. The meeting was called to order at 2:32 by the chair of the council, Keith Hecht (KH)
2. Minutes of 10/13/20 meeting were approved with minor changes.
3. Subcommittee Reports
   a. Standing Committees / Operations Reports
      i. Undergraduate Programs Committee – John Foster
         • Approved one form and sent one back for revisions
      ii. Undergraduate Courses Committee – Debbie Sellnow-Richmond
         • Put a couple through that were urgent. Will send email after the meeting to committee members since some appear to be going into spam folders. If members have looked at forms, please indicate on Curricunet that the review is complete. KH pointed out there is also a Teams site for the committee.
      iii. Academic Standards and Policies Committee – Kevin Hockenberry
         • Have been meeting with members of administration to gather information about current policies and compare with those of other institutions. Are considering specifically the (1) student grievance policy, (2) student absence policy, and (3) declaration of major policy. Will strategize a plan at next meeting on how to move forward based on information gathered.
      iv. General Education Committee – Eric Voss
         • Meeting scheduled for next Tuesday. All committee members are on board. Nothing to report yet.
   b. University Reports
      i. Enrollment Management – Chris Leopold
         • Spring enrollment following first two weeks of registration: 7,531 students (down 6.2% from last year.
         • Spring 2021 Admission: 25% increase in freshman applications over this time last year; 80% increase in Freshman admits (121 in Spring 2020 vs 218 in Spring 2021)
         • Fall 2021 Admissions: 29% increase in Freshman admits over this time last year:
12% increase in admits from Chicago region, 35% increase from Springfield region; 19% increase from all other students but IL.

ii. Registrar – Maureen Bell-Werner
   - Reminder that tomorrow is last day to drop with WP or WF.
   - Fall 2020 final exam schedule published as well as 2021 class schedule.
   - Will begin working on catalog edits for 2021-2022.

iii. Educational Outreach - Mary Etting
    - No report

iv. Academic Advising – Effie Hortis
   - Registration is open for all groups of students: seniors, juniors, sophomores, freshmen since November 12. Advisors are trying to connect with students, who have not registered yet and encourage them to make an advising appointment and register for Spring 2021.
   - We had 3803 actionable flags in Starfish, the advising community has resolved/closed 2426 flags (64%). As of last Monday, we still have “open” 601 that are “At Risk of Failure” flags representing 211 students. Some flags that were raised by mistake or some without a lot of information were removed.

v. Learning Support Services and Supplemental Education – Chad Verbais
   - Not present; no report

vi. Office of Accreditation, Assessment and Academic Planning – Elza Ibroscheva
   - Resolved issues with interdisciplinary minor; modeled language based on other interdisciplinary minor; allow 6 CH to count as move toward creating general guidelines for what a minor looks like. What are parameters and common understandings? The office is able to move forward on this one;
   - HOC webinar about new regulations was introduced July 1, 2020. Changes made to programs as part of accreditation requirements should be closely monitored and reported to HOC. Programs/The University might have to be more mindful of program changes and which qualify for reporting to HOC. It is the official responsibility of accrediting agencies to report to HOC. Need a better internal process that brings changes to Elza’s attention.

4. Unfinished Business
   i. None

5. New Business
   i. SET Continuous Review Committee
      - The Committee on Assessment provided a list of members nominated to serve on the committee. Dr. Hernandez moved to accept committee membership as proposed; John foster seconded. No discussion. Vote was conducted by roll call. Motion passed unanimously.
   ii. Policy 1C1 revision
      - A revision such as this would typically go through a 2-read process. However, this revision is also going through graduate council, which does a 1-read process. Given the nature of the proposal (relatively minor changes), KH proposes suspending rules to approve this policy on 1 read.
      - Eric Voss moved to suspend the rules; Jennifer Hernandez seconded; no discussion; the motion passed unanimously
      - Chris Leopold suggested three minor editing changes to the revision.
      - Jennifer Hernandez made a motion to approve. Kelley McGuire seconded. No discussion. Vote was conducted by roll call and was approved unanimously.

6. Public Comments
   - None present
7. Announcements: no December meeting. Next meeting in January. KH expects to hear from admissions criteria ad hoc committee; hopes to have recommendations from them to consider at January meeting. First program review in Feb, so Feb, Mach, April program reviews. If on undergraduate courses committee check email for info about getting courses approved so ca move on in timely fashion.

8. The meeting was adjourned at 3:00 by Keith Hecht.