

FW: MUSOP Business Meeting

Monday, March 27, 2012

Subject	FW: MUSOP Business Meeting
Date and Location	Tuesday, March 27, 2012 8:30 AM - 10:00 AM, MEB, Classroom
Attendees	Barker, Karen; Yingling, Kevin W; Stanton, Robert; Anderson, H Glenn; Broedel-Zaugg, Kimberly; Schloss, John; Moran, Terri;; Wolcott, Janet; Anderson, Stephanie; Blough, Eric
Absent	Krstenansky, John (excused); Frazier, Lisa (excused)

Minutes

1. Announcements

- a. The signage for the campus and building is being reviewed.
- b. Drs. Broedel-Zaugg and Frazier were thanked for their work on putting together the updates to the ACPE application.
- c. The ACPE site team has been finalized and approved.

2. Discussion of Minutes Format

- a. Dr. Wolcott made a motion to include more detail on the minutes and to provide the numbers of students (not names or identifying factors) who are offered acceptance, put on hold, and/or rejected. Motion passed.
- b. Dr. Broedel-Zaugg moved to accept the minutes with the revision of more detail being provided in subsequent documentation. Motion passed.

3. Review of ACPE Updates

- a. A review was completed of all completed updates to the ACPE precandidate application.
- b. Dr. Anderson moved to approve the completed culture statement. Motion passed. Ms. Barker was assigned to update to the website.
- c. Additional updates were assigned as follows: 18 – 23 to Dr. Anderson, H.G. and Dr. Anderson, S; 24 – 26 to Dr. Broedel-Zaugg; 27 to Dr. Schloss; 28 and 29 to Dr. Stanton.

4. Review of the Policy Documents

- a. Admissions Process Policies and Procedures
 - i. Dr. Broedel-Zaugg moved to add sections about writing skills and critical thinking to the policy. Motion passed. Policy approved.
- b. Student Advising Policy and Procedure
 - i. Dr. Schloss moved to approve as is. Motion passed. Policy approved.
- c. Code of Ethical and Professional Conduct
 - i. Dr. Anderson moved to replace steps 4 – 8 with revised steps 9 – 13. Motion passed with three abstentions.
 - ii. There was a substantial discussion about how the consequences of failure to complete remediation plans should be worded. The following motions were made:
 1. A motion was made to revise substituted section 10 with the following, “Consequences of failure to complete the plan successfully will be outlined within the remediation plan.” (Dr. Anderson, S)
 2. A motion was made to change “ad-hoc” committee to “Student Hearing Subcommittee”. (Dr. Yingling)

3. A motion was made to revise section 12 as follows, "The consequences of failing remediation for PEF 1, 2, or 3 may include, but are not limited to: repeating a portion of the curriculum, mandatory referral to Psychological and Counseling Services, probation, suspension, dismissal or other action as determined by the Student Hearing Subcommittee. (Dr. Anderson, S)
4. All motions passed.
5. Dr. Anderson, H.G. moved to accept the policy as amended. Motion passed.

6. Motion to adjourn the meeting. Motion passed.

Submitted on Monday, April 9, 2011 by Karen Barker