

**Present:** Lauren Amaro, Joi Carr, Dyron Daughrity, Stella Erbes, Laura Estes, Charles Hall, Lincoln Hanks, KC Holden, Yoonah Hwang, Brian Link, Tim Lucas, Brian Newman, Randi Redman, Fabien Scalzo, Regan Schaffer, Marc Vinyard, Kindy De Long, Elizabeth Richter. Proxy: Cassidy Woodward (IP). Guest: Lisa Smith.

**Unable to attend:** George Carlsen, Ron Cox, Chris Doran, Dana Dudley, Jaz Gray, Fiona Stewart

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- I. Call to Order- Kindy De Long **2:00**
- II. Devotional – Social Science **2:05**
- III. Approval of Minutes **2:10** [Approved](#)
- IV. New Business
  - A. **Natural Science 2:15** Fabien Scalzo [Six proposals approved](#)
    1. **CS Internship Courses**
      - a) NASC\_CSMajor495-496\_SACProgramForm
      - b) NASC\_COSC495\_UACCourseForm\_ChangeCourse
      - c) NASC\_CS496\_UACCourseForm\_AddCourse
    2. **DS Internship Courses**
      - a) NASC\_DSMajor495-496\_SACProgramForm
      - b) NASC\_DS495\_UACCourseForm\_AddCourse
      - c) NASC\_DS496\_UACCourseForm\_AddCourse
  - B. **Updates - Kindy De Long**
    1. Incomplete grades policy
      - a) [In current semester, we are entering final quarter. All procedures for incompletes are the same except now only registrar can enter an "I" as a grade.](#)

2. SAC Program Form Revisions
  - a) Thanks to L. Estes for reviewing. Chair will move forward with new forms.
3. Tag Teams
  - a) Report: System working well. 5 teams formed. 6 courses reviewed; 8 tags reviewed. Most were 492s.
  - b) Goals for 26-27. Tag team reviews prior to AAC review. Chair of SAC will collaborate with AAC to produce a document describing tag team procedures.
4. Academic Affairs Committee (AAC) Charter
  - a) With SFS, AAC is in the process of changing name to Seaver Core Committee and revising charter. The chair shared working revision of charter with SAC. Suggestions from SAC members will be conveyed to AAC.
  - b) Chair of SAC will work closely with chair of AAC into the fall related to educating members of process and meeting schedule.
5. University Academic Policy on AI
  - a) Chair shared university policy with SAC. Two suggestions will be passed to the Provost's office.
  - b) Send any additional feedback to K. De Long.
6. Electronic Catalog
  - a) Chair and representative from Registrar updated SAC on the process of selecting a vendor for electronic catalog. Because product will integrate with PeopleSoft, its adoption must be a University-level decision, with input from the schools. Registrar is testing a product now and hopes it will be in place before proposal process for 28-29 catalog begins.

### **C. Discussion of Curriculum Review Committee**

1. Discussion of ways to make CRC review process more efficient and less burdensome.

## 2. Possibilities

- a) Change forms so that divisional deans review and approve their division's proposals for thoroughness and accuracy before proposals come to SAC. All divisional deans in attendance agreed.
- b) UAC Course Forms closely reviewed by Dean's Office and Registrar.
- c) SAC Program Form closely reviewed by SAC members rotating on a monthly basis.

3. Next steps: Chair will share a proposal for revised CRC/close review procedures in May meeting.

### **D. Request from University Libraries**

1. Payson Library has requested participation in SAC as a voting member. See item G. below.

### **E. Additional New Business None**

### **F. Break**

### **G. Session with Voting Members**

1. Discussion of item II.A. of "Seaver Academic Council Procedures"
  - a) Members offered recommendations.
  - b) Next step: Chair will share recommendations with Dean of Seaver College.

### **H. Adjourn**

Next Meeting:

May 4, 2026: 2:00 - 4:00 pm (TAC 100)

**Proposals due April 3, 2026**

Devotional: Fine Arts