School Newsletters – In order to celebrate faculty and staff accomplishments and record notable events, both Arts and Sciences and Business and Justice Studies have developed internal newsletters and Health Professions and Education is developing a web page. The newsletters are positively viewed by school faculty and others in the College. There are inevitable variations in look and content as well as questions about the time and effort put into these publications. We will check with the Office of Marketing and Communications to see if future issues of school newsletters can be reviewed for copy editing. In prior years we had discussed the idea of a single annual publication celebrating faculty achievements. We will check with them to make sure this is still possible and, if it is, we will annually gather the significant faculty accomplishments reported in the school newsletters for an Academic Affairs publication.

Academic Assessment Plan – The Academic Assessment Coordinating Committee has developed an academic assessment plan that lays out the processes for academic assessment at Utica College. The plan exists within the context of the Institutional Assessment Plan and, in large part, formalizes existing processes and definitions and clarifies responsibilities for submitting and responding to assessment information. Cabinet approved the plan which will be posted on the web site in the academic assessment section at: http://www.utica.edu/academic/Assessment/assessment.cfm.

Online Students Taking On-Ground Courses – Some students who live within driving distance of UC but who are in online programs have requested the option to take some of their required courses in an on-campus format. This is not something that we can approve at the moment for a variety of reasons, including the lack of space for our on-ground students in these courses and the separation of billing rules by campus. We may revisit this in later years, but for now online students may not take on-ground courses.

On a different but related note, we are missing an opportunity to offer online prerequisite courses for students in online programs. It would be better if we could be the provider of these courses, both for the quality control and the revenue, but we need a clear idea of what the pre-
requisite courses are and plenty of advance notice of the number of students needing a particular course.

**Preventative Healthcare and Wellness Program** – Earlier this week a group of faculty and administrators involved in thinking about a possible degree program in preventative healthcare and wellness began a review of the kinds of jobs a person with this degree might be eligible for and the resulting required competencies. The next step is to contract with a consultant who can work with the faculty to answer the next round of questions.

**Budget Process and Professional Development** – As the College refines its budget development process, the deans are getting more responsibility for developing and justifying their specific budgets. Senior supervisors in Academic Affairs will be meeting for a day-long session on budget development in December. They need to come with initiative requests, operating budgets with line-by-line justifications, and personnel requests with resulting budget impacts.

**Testing Spaces for Non-Disabled Students** – There is extremely limited space for alternate times for testing for students who do not have disabilities. With finals approaching the space crunch will become intense. In later years we may be able to incorporate testing space into the learning commons.

**Text to Speech Software** - Sarah Burnett-Wolle and Kateri Henkel applied for and were awarded a grant to fund text-to-speech software for every computer on campus.

**MBA in Forensic Accounting Concept Paper** – The idea is to have this as an online stand-alone program utilizing existing courses. Cabinet will review the concept paper and discuss more fully next meeting.

**MS in Cybersecurity Specialization in Cyber-Operations Concept Paper** – The idea for this an online program utilizing the existing strengths and contacts of our current faculty. Cabinet will review the concept paper and discuss more fully next meeting.

**MS in Healthcare Fraud and Compliance Concept Paper** – The idea is for a concentration within the existing online MS in Economic Crime Management program. Cabinet will review the concept paper and discuss more fully next meeting.

**Professional Studies Certificates in Cyber Intelligence** – There is a possibility for offering continuing education credits in Cyber Intelligence through the office of Corporate and Professional Programs. Academic
Affairs will need to review content, but as the courses would not be credit-bearing they will not need to be approved through our curricular processes.