

**ORAL ROBERTS UNIVERSITY
ACADEMIC COUNCIL MINUTES
February 17, 2025
11:06 AM – 12:05 PM**

Chair: Kathaleen Reid-Martinez

Voting members in attendance: Daniel Bunn, Dave Crowell, Curtis Ellis, Randy Feller, Angela Foster, Jay Gary, Janet George, Mark Hall, Adrian Hinkle, Julie Huntley, Jared Johnston, Ruby Libertus, Dean Prentice, Kenneth Weed, Wendy Wells-O’Rear, Jan Woerner, Amanda Wilson

Voting members not in attendance: Chris Brown

Nonvoting members and supporting guests: Kyle Jones, Andy Lang, Christine Welden

1. **TOPIC:** Opening – Dr. Reid-Martinez opened with prayer.
2. **TOPIC:** Approval of January 13, 2025, Meeting Minutes.

DISCUSSION: Members received copies of Minutes via email. The Minutes were unanimously accepted by the Academic Council.

ACTION: None

CLOSED

3. **TOPIC:** Faculty Emeriti Next Month – Dr. Reid-Martinez

DISCUSSION: Next month the Academic Council will vote on Faculty Emeriti nominations.

ACTION: Departments and Colleges must process Faculty Emeriti nominations before March 24.

OPEN

4. **TOPIC:** Course Level Guidelines – Dr. Mark Hall

DISCUSSION: Dr. Hall shared that "Course Level Guidelines" serve as guidelines rather than mandatory requirements for faculty when developing new courses. No revisions will be necessary for existing courses based on these recommendations. More tentative language to define the guidelines was encouraged by the Academic Council.

ACTION: Dr. Sjoberg will bring the “Course Level Guidelines” before the Deans Council this month. A copy of the “Course Level Guidelines” will be sent to all Academic Council members, in accordance with the friendly amendment made in the Academic Council. Further discussions will take place within the Colleges, and any feedback will be gathered by Academic Council members and sent to Dr. Hall.

OPEN

5. **TOPIC:** Syllabus AI Guidelines – Dr. Mark Hall

DISCUSSION: Dr. Hall presented the Syllabus AI Guidelines. Dr. Lang suggested the phrasing be changed from “digital literacy skills” to “AI literacy skills” and it was accepted as a friendly amendment.

ACTION: Academic Council members will discuss the Syllabus AI Guidelines with their faculty at upcoming Department and College meetings before it is further discussed and voted on at the next Academic Council meeting. Additionally, Dr. Sjoberg, in consultation with the Deans and, if needed, university legal counsel, will determine whether the guidelines should be included in the Catalog. Finally, dates should be added in the header/footer to documents presented to the Academic Council.

OPEN

6. **TOPIC:** Update from the Registrar’s Office – Dr. Connie Sjoberg

DISCUSSION: Dr. Sjoberg shared the following dates:

1. Graduate Fair on 2/19/2025, 9 – 11 AM, 12-4 PM in the Chapel Lobby; Online 2/20/2025 as a webinar
2. Group Advisement is Monday, March 3.
3. Enrollment for 2025-2026 academic year begins March 10 at 10 PM for Seniors and Honors students, March 11 at 10 PM for Juniors, March 12 at 10 PM for Sophomores, and March 13 at 10 PM for Freshmen.
4. Midterm Grades are due 3/19 at 8:00 AM. These grades will be pulled from D2L, so final grades in D2L should be updated.
5. Final exam schedule posted on calendar.oru.edu

ACTION: The Registrar’s Office will communicate the new grade submission process to the Deans, who will then distribute it to faculty members as a reminder.

CLOSED

The Academic Council meeting adjourned at 12:05 PM.

Respectfully submitted,

Philip Nelson, Ph.D., Academic Council Secretary