



COLLEGE ARCHIVES

Folke Bernadotte Memorial Library
Gustavus Adolphus College
800 West College Avenue, Saint Peter, MN 56082-1498

Gustavus Adolphus College Archives St. Peter, Minnesota

**Academic Operations Committee. Records of the Academic
Operations Committee, 1997-Ongoing.**

GACA Collection 361

Academic Operations Committee. Records of the Academic Operations Committee, 1997-Ongoing. GACA Collection 361. 2 Hollinger boxes.

ABSTRACT:

The Academic Operations Committee (AOC) collection contains primarily minutes and e-mail correspondence. Also included are some discussions and proposals on large subjects within the committee. There are also some minutes and correspondence from one of the AOC's subcommittees, IIAC (Instructional Infrastructure Advisory Committee). The IIAC was renamed and became a new committee in 2010. It is currently the Academic Technology Committee (ATC). New materials will be added to this collection when available.

ORGANIZATION NOTE:

The functions of the **Academic Operations Committee** are:

1. To review and recommend procedures for registration, scheduling classes, advising of students, making up calendars and catalogs, and other academic operations.
2. To review and recommend policies concerning the Library, internship program, and instructional infrastructure.
3. To review and recommend policies and procedures regarding admissions, enrollment, and financial aid.
4. To review and recommend policies regarding grading, recognition for academic achievement (including Dean's List and President's List, Honors Day, Latin honors, and commencement), the Honor Code, academic probation, and eligibility for extracurricular activities.
5. To review and recommend candidates for graduation.
6. To conduct appropriate continuing self-study of academic policies and programs.
7. To nominate candidates for the Grade Appeals Board and the Honor Board. *

*Taken from the Faculty Handbook (Yellow Pages), 8-24-2010.

The Subcommittee functions of the **Instructional Infrastructure Advisory Committee** are:

1. To review and recommend policies and create strategic plans related to curricular, departmental, student, faculty, and other academic usage of information technology.
2. To advise the Budget Committee on long and short-term implications related to academic information technology budgeting issues.
3. To review and recommend requests beyond those funded through departmental or other funds for information technology hardware and software for faculty, academic departments, classrooms, and teaching labs to the Provost and the Director of Instructional/Media Services.
4. To assist Gustavus Technology Services (especially Instructional/Media Services) in the planning and implementation of information technology initiatives when they related to academic infrastructure.
5. To promote communication among the faculty, GTS, and the Library.**

**Taken from the Faculty Handbook (Yellow Pages), 2009-10.

RESTRICTIONS:

There are no restrictions on the use of this collection for research purposes. The researcher assumes full responsibility for observing all copyright, property, and libel laws as they apply.

Researchers must use collection in accordance with the policies of the College Archives, the Folke Bernadotte Memorial Library, and Gustavus Adolphus College.

COLLECTION CITATION:

Academic Operations Committee. Records of the Academic Operations Committee, 1997-Ongoing. GACA Collection 361. Gustavus Adolphus College Archives, St. Peter, Minnesota.

ACQUISITION:

John Holte transferred this collection during May 2013.

PROCESSED BY:

Adrianna Darden processed this collection and developed the finding aid during June 2014.

SUBJECT HEADINGS:

Gustavus Adolphus College. Academic Operations Committee.

Gustavus Adolphus College. Instructional Infrastructure Advisory Committee.

Gustavus Adolphus College--Faculty.

Universities and colleges--Minnesota--Faculty.

GACA Collection 361	Box	Folder
Minutes and Related Correspondence, 1997-98	1	1
Minutes and Related Correspondence, 1998-99	1	2
Minutes and Related Correspondence, 1999-2000	1	3
Minutes and Related Correspondence, 2000-01	1	4
Minutes and Related Correspondence, 2001-02	1	5
Minutes and Related Correspondence, Fall 2002	1	6
Minutes and Related Correspondence, Spring 2003	1	7
Minutes and Related Correspondence, 2006-07	1	8
Minutes and Related Correspondence, Fall 2007	1	9
Minutes and Related Correspondence, Spring 2008	1	10
Minutes and Related Correspondence, 2008-09	2	1
Minutes and Related Correspondence, Fall 2009	2	2
Minutes and Related Correspondence, Spring 2010	2	3
Minutes, Fall 2010-Spring 2018	2	4
Minutes, Fall 2018-Spring 2020	2	9
Common Meeting Time Discussion and Proposals, 2008-10	2	5
Course Credit Hours Discussion and Proposals, 2000-09	2	6
Daily Schedule Discussion and Proposals, 1998-2007	2	7
Instructional Infrastructure Advisory Committee (IIAC), Minutes and Related Correspondence, 1999-2010	2	8