

4-3-2012

## Minutes, Arts & Sciences Academic Affairs Committee Meeting, Tuesday, April 3, 2012

Arts & Sciences Academic Affairs Committee

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## **Academic Affairs Committee**

Meeting Minutes

**April 3, 2012**

### **Opening:**

The regular meeting of the Academic Affairs Committee was called to order at 12:33 pm on April 3, 2012 in the Chapel-Room Classroom #1 by Gloria Cook.

### **Present:**

Sarah Bishop, Gloria Cook, Fiona Harper, Jana Matthews, Sebastian Novak, Maria Ruiz, Samuel Sanabria, Wenxian Zhang

### **Visitors:**

Jennifer Cavanaugh, Toni Holbrook, Patricia Lancaster, Sharon Lusk, Suzie Robertshaw

### **A. Approval of Minutes**

I was decided that the minutes from the open meetings on January 31, February 7, and February 14 should be rewritten to get rid of all names.

Minutes from January 24, February 21, March 13, and March 20 were approved with slight revisions. In particular, the document worked on at the February 21 meeting will be attached to the minutes.

### **B. Review of Agenda**

### **C. New Business (3 items)**

(Item 1) Merging of TPJ courses for tutors and writing consultants

(Item 2) Proposed Change to MLS curriculum

(Item 3) General Education Director and Implementation Committee

**(Item 1) Merging of TPJ courses for tutors and writing consultants**

Suzie Robertshaw came to present her proposal to merge TPJ 105 and 107 and to merge TPJ 110 and 112. Historically, there were separate directors for the Tutoring Center and the Writing Center and so students participating in each were involved in different courses. However, now that Suzie Robertshaw is director of both, and since much of the training for both groups of students is identical, the proposal is to merge the courses for students working in both centers. It simplifies things for students as well as for the recertification process.

The question was raised concerning how large the classes would be. They would have 30-40 students and would meet as a large group for portions of the class for which that makes sense. But the classes would split up into smaller groups where that makes more sense.

The question was raised as to whether there would be a writing coordinator in the future. In fact, there is a proposal that would include a writing coordinator, but that person would be more involved with English as a Second Language, than with the regular writing.

The proposal was approved unanimously.

### **(Item 2) Proposed Change to MLS curriculum**

Patricia Lancaster brought a proposal for a change in the MLS curriculum: "Beginning in the Fall Term 2012 students are required to complete at least one elective (or the equivalent) in a course designated as fulfilling the 'Contemporary Culture' requirement." The proposal meant to keep the program current, since we are now in the 21<sup>st</sup> century. Rather than add a course to the core, the faculty in the program opted to require student to have a least 4 elective credits dealing with post-1950 subject matter.

It was asked if these courses would have a special designation so students would know which courses counted toward this requirement. The answer was "yes."

There was also a question about whether the program was broadened to also include non-western culture. Although there are some courses that deal with non-western culture, probably fewer than half of the electives do.

It was suggested (and Lancaster agreed) that the proposal be changed to: "Beginning in the Fall Term 2012 students are required to complete at least one four-credit elective course (or the equivalent) designated as fulfilling the 'Contemporary Culture' requirement."

Finally, the intent was to apply the requirement to students who enter the program in 2012 and to current students who have completed only 8 of the required 24 elective credits. Many on the committee felt it was not fair to change the requirements for students currently in the program and so it will be applied only to students who enter the program in Fall 2012.

### **(Item 3) General Education Director and Implementation Committee**

Dean Smither would like an official proposal from AAC for a General Education Director. Cook will talk with him on Thursday at the Executive Committee meeting. It still remains to determine what the role of the General Education Director will be and how much time it will take to do the job.

We also need to create the Implementation Committee for the new General Education Program.

The question was asked concerning the future general education of the Holt School. The consensus was to wait until we got the A&S/CPS program implemented before we worry about the Holt School.

**D. Agenda Topics for Future Meetings**

Next week the Curriculum Review Committee will be presenting their report to the AAC committee.

Anderson announced that Jill Gable will no longer be taking notes for the committee since she has found new employment.

**Adjournment:**

The meeting was adjourned at 1:48 pm by Gloria Cook. The next general meeting will be at 12:30 pm on April 10<sup>th</sup> in Chapel-Room Classroom #1.

**Minutes submitted by:**

Mark Anderson

**Approved by:**

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