

9-30-2009

Minutes, Arts & Sciences Academic Affairs Committee Meeting, Wednesday, September 30, 2009

Arts & Sciences Academic Affairs Committee

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Recommended Citation

Arts & Sciences Academic Affairs Committee, "Minutes, Arts & Sciences Academic Affairs Committee Meeting, Wednesday, September 30, 2009" (2009). *Academic Affairs Committee Minutes*. Paper 90.
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AAC Minutes – September 30, 2009

In attendance: Jim Small (Chair), Alex Boguslawski, Wendy Brandon, Chris Fuse, Annie Hilb, Laurie Joyner, Barry Levis, Tocarra Mallard, Sebastian Novak, Dawn Roe, Don Rogers, Steven St. John (Secretary), Lito Valdivia

The meeting was called to order at 7:30 a.m.

Minutes. The minutes of the 9/23 meeting were unanimously approved pending one change (72, rather than 42, students had enrolled in the RP Pilot Program; Laurie reported that the number is now higher still).

Announcements. Jim announced that Kim Dennis had written a memo to the Chairs of the Standing Committees to ask for representation from each standing committee for the Diversity Council. Don Rogers indicated he would contact Kim to see whether he would be able to serve in that capacity.

Jim raised the issue of whether there should be a second cohort in the RP pilot program – i.e., from the class of '14. Laurie suggested that that might be delegated to the Curriculum Renewal Committee Phase II, and several members agreed. Wendy reported that the committee had not been seated yet. AAC last year recommended that 2 people from each division serve, and had forwarded the names of 4 possible candidates to the Division Chairs. It was agreed that the CRCII committee elections should be held as soon as feasible, at the direction of the Division Chairs. Jim asked about the status of the question of the number of graduation hours and the committee agreed that would be another question for the CRCII.

Laurie reported that the administration's position on new graduate programs was as follows: AAC and the faculty approve new graduate programs on the basis of curricular issues, the Board of Trustees then makes a final decision on initiating the new program, and the Provost, in consultation with the Deans of A&S, Holt, and Crummer decide on placement of the program into one of these entities.

The committee then introduced and welcomed its new members: Don Rogers, who replaced Susan Lackman (sabbatical), and Annie Hilb, Sebastian Novak, and Lito Valdivia, who were appointed by Student Government Association.

Old Business.

CE Designation

The committee resumed consideration of the CE designation. Wendy and Jim disagreed about whether the proposal to support CE designation had been taken to a vote; Wendy recalled that it had while Jim could not find evidence in last year's minutes. Wendy moved to reaffirm AAC's support for the CE designation proposal and the vote was unanimous in favor.

Jim asked if the CE designation was intended to appear on the transcript, and Barry indicated that it surely should appear there. Laurie indicated that the CE designation could appear in three places: the schedule of courses, the catalog, and the transcript, but that of the three, putting it on the transcript was currently difficult to implement because it would have to be done manually and space would need to be found. The committee strongly supported implementation in the schedule of courses as soon as possible (to serve its primary role in communicating to students which courses carried a strong community engagement component) and implementation on the catalog when feasible. The committee had reservations about including that information in the catalog since the CE designation would go with a particular instructor (not the course itself) and might be added or removed frequently. The committee advised Laurie that: 1) the CE Course Designation Committee would be approved by AAC yearly but selected by the Dean in consultation with the Office of Community Engagement, 2) that the CE Course Designation Committee would set the schedule of course reviews and review courses based on a rubric approved by AAC, 3) and that the CE Course Designation Committee would send the AAC Chair a list of approved courses after their review. The committee advised the Dean on the text of the CE Designation forms. Laurie will meet with the Office of Community Engagement to work out the final documents and will attempt to begin their work for the Spring, 2010 Schedule of Courses. AAC also voted to approve the current CE Course Designation Committee members.

LACS Minor (Holt)

Jim reported that Dean Eck withdrew his proposal to discontinue the LACS Minor in Holt. Given that A&S will consider changes to strengthen its LACS program in A&S this year, this withdrawal was welcomed by AAC.

Proposed Bylaw Change Regarding AAC Responsibilities

Jim offered text of a Bylaw change that added the words "and the Hamilton Holt School" to Section 1 of Article VII (Standing Committees Of The Faculty) to clarify AAC's oversight of both the A&S and Holt curriculum. The committee was supportive. Don asked about the responsibilities of the committee including that it would advise "the appropriate Deans on the appointment and replacement of members of the faculty", and Laurie clarified that AAC delegated that responsibility to the Dean's Advisory Group which includes the AAC Chair.

Don suggested that the Membership of the committee should be changed as well to reflect Holt student input. Barry suggested that the simplest approach would be to have 3 (rather than 4) students appointed by Student Government, and have 1 appointed by the Holt Student Government. The committee agreed and suggested that the new membership rules should take effect next year. Annie expressed concern that since AAC was recommending adding Holt to its responsibilities effective immediately, that Holt student representation should be added at the same time. Steve said that AAC had historically considered the Holt curriculum in its purview, and that the Bylaw change was not a new responsibility but an explicit description of an already assumed responsibility. Laurie noted that all of us are charged with representing all students and faculty and that we could continue to do so.

The committee voted unanimously to forward the following suggested text to Executive Committee (altered and deleted text in red):

“Section 1. The Academic Affairs Committee

Responsibilities. The Academic Affairs Committee shall have primary authority in all policy matters concerning curriculum, student academic standards and honors, academic advising, continuing and graduate education programs of the College of Arts and Sciences **and the Hamilton Holt School**, the library ~~and media services~~, and in all matters pertaining to academic schedules and calendars. Each year, the committee shall issue an advisory statement to the **Dean of the Faculty** on the appointment and replacement of members of the faculty.

Membership. Membership of the Academic Affairs Committee shall consist of twelve voting members: eight from the faculty (four at large and four divisional, the latter of whom shall be selected from within the division they represent) and **three** students chosen by the Student Government Association and **one student chosen by the Hamilton Holt School Student Government Association**. The students shall be appointed at the beginning of the academic year and remain on the Committee for a period of one year. The Dean of the Faculty serves as an ex-officio, non-voting member.”

The meeting was adjourned at 8:37.