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Minutes, Arts & Sciences Academic Affairs Committee Meeting, Thursday, March 30, 2006

Arts & Sciences Academic Affairs Committee

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Academic Affairs Committee Meeting Minutes

March 30, 2006

In Attendance: Richard Lima, Jay Yellen, Carolyn Carpan, Dana Hargrove, Wendy Brandon, Hoyt Edge, Eric Zivot, [Mark Anderson](#), and SGA representatives Eddie Mehnert and Carly Rothman.

1. Old Business

- a). The minutes of the March 21, 2006 meeting were approved.

2. Continuing Business

- a) We wanted to continue to discuss the Marine Biology Major Proposal, but Mark Anderson reported that this request is for 68 hours, and while the committee thought it approved 62 hours for the Biology Major, the Biology Department believes we approved 68 hours for the revised Biology Major. We agreed to table this discussion until Mark can talk to Biology Department Chair Eileen Gregory about this concern.
- b) We discussed the General Education Request Form. We're not sure we get the information we want from the form, so we suggested changes to the questions: 1) How does your course meet the goals of the GER? 2) What in your syllabus addresses/explains/values these goals? Wendy Brandon and Jay Yellen will continue to revise these questions to present at our next meeting.
- c) We continued to discuss the Arts and Sciences curriculum review. Mark Anderson suggested a task force be formed to organize this process. Wendy Brandon suggested we come up with another name that is more inclusive and less hierarchical, so we discussed some possible names and decided to keep thinking about a name for the task force or committee. Mark recommended we find a way to involve everyone in the process at all times, including faculty, students, and alumni. Discussions can take place in departments and in organized focus groups (divisions, departments, senior/junior faculty, etc.) Goals for the organizing committee should include:
 - 1) Time frame
 - 2) Include all interested parties
 - 3) Get everyone interested and involved
 - 4) Research curriculum change
 - 5) Generate ownership of curriculum
 - 6) Communicate with faculty
 - 7) Check if ideas connect with vision statement
 - 8) Establish goals, issues to solve
 - 9) Develop focus questions to address issues identified

We believe the organizing committee should be made up of a diverse group of people, somewhere between 4-7 people. We suggest people can

be nominated or nominate themselves, with the Executive Committee making the committee appointments. Eric Zivot suggested faculty serving on the committee should get a course release; Wendy Brandon suggested faculty could be paid a stipend. Mark Anderson will report our recommendations to the Executive Committee.

The next AAC meeting will be on Tuesday, April 4 at 12:30 pm. Mark Anderson will contact the committee with the meeting location.

Carolyn Carpan,
Secretary