

**Academic Affairs Meeting  
September 19, 2007  
Kennedy Hall-Back Room  
3:00 p.m.**

1. **Members Attending:** Ms. Winona Sorenson, Dr. Jill Baker, Dr. Ken Bentson, Ms. Leslie Broughton, Dr. John Hayes, Dr. Jean Hill, Dr. John Jeffries, Faculty Senate, Dr. Brandon Kempner, and Dr. Margaret Young.

**Ex-Officio Members:** Dr. Linda LaGrange

**Absent:** Dr. David Sammeth, Dr. Lee Stauffer, Dr. Gil Gallegos, Dr. Carolyn Newman, Dr. Yongseek Kim, Dr. Mario Rodriguez, Mr. John Coca and Mike Sallee, Student Senate President.

**Others Present:** Mr. Robert Woods and Dr. Susan Williams.

2. **Approval of Agenda:** Prior to approval of the agenda, Dr. Margaret Young announced that Dr. Sammeth requested that she proxy the meeting. Dr. Jill Baker made a motion to approve the agenda, after a request by Dr. Jeffries was made to add under New Business: Graduation/Eligibility to participate in the Commencement and New Charge from the Faculty Senate. Dr. John Hayes seconded the motion. Motion passed unanimously.

3. **Approval of Minutes:** Dr. Ken Bentson made a motion to approve the September 5, 2007 minutes. Dr. Baker seconded the motion. Motion passed unanimously.

4. **Report from the Dean of Graduate Studies-Dr. Linda LaGrange**

Dr. Linda LaGrange reported that Vice President Rivera would like the Academic Affairs Committee consider Freshmen Year Program that addresses all academic and non-academic concerns. This program would encompass both developmental and for those student academically prepared. Dr. Linda LaGrange also indicated that Dr. Rivera would like to reinstate Freshmen Honors. Dr. LaGrange said that committee members would be receiving an email inviting them to be part of a committee that will identify key factors that promote academic performance and persistence. A retreat would be held at the Pritzlaff Ranch to discuss these factors. Committee members requested for more specifics, Dr. LaGrange indicated that she will email the committee members with a thorough review of Dr. Rivera's request. Drs. Hill and Hayes volunteered to serve on the committee.

Dr. LaGrange also reported that the Graduate Handbook is now available online. Copies are being mailed to advisors and deans. In addition, copies will be sold for \$2.65 at the bookstore.

Dr. LaGrange indicated that the Research Handbook will be online, October 1<sup>st</sup> as a draft copy. The handbook will be divided into three sections and forums will be held. Because

the handbook contains huge amounts of data, it has been structured so that a table of contents is found in the beginning as well as in each chapter.

5. **Report from Registrar** – No report at this time.
6. **Report from Subcommittees**-Dr. John Hayes, reported that four undergraduate appeals were reviewed and acted on. Dr. Margaret Young reported that one appeal is being heard after this meeting.

## 7. **Old Business**

### 7.1. **20 hours/Week Limit for Graduate Students-Dr. Linda LaGrange**

Dr. Linda LaGrange reported that graduate students will be allowed to work past the 20 hour limit with the permission of their advisors. Dr. LaGrange said that Dr. Rivera supports this recommendation. Dr. John Hayes made a motion to add a paragraph in the catalog that allows graduate students to work over 20 hours pending approval from the advisor. Dr. Jill Baker seconded the motion. Motion passed unanimously.

A discussion was held on petitions with financial implications. The Academic Affairs Undergraduate or Graduate Subcommittee does not wish to review those petitions.

## 8. **New Business**

### 8.1. **New Courses in Theater-Robert Woods**

Mr. Robert Woods requested to change CRN 235 and 435, The American Horror Film to regular courses, they are currently being taught as selected topics. Mr. Woods indicated that these are considered tier courses used in Media Arts. They are a combination of lower and upper classmen. After discussion of the pros and cons, Dr. Ken Bentson made a motion to table until the English and Theater departments discuss further and that it be brought back as a 400 level course only. Dr. Baker seconded the motion. A vote was taken, there were 8 in favor, 1 opposed, 0 abstentions. Motion passed.

### 8.2. **Ballen Endowment-Dr. Margaret Young**

Dr. Margaret Young asked for volunteers to serve on the Ballen Endowment Subcommittee. A copy of the Endowment will be requested so that the committee can review. Dr. Jean Hill made a motion to have Drs. Sorenson, Hayes and Kempner serve on the Ballen Endowment Committee. Dr. Jill Baker seconded the motion. Motion passed unanimously.

### 8.3. **Charges from the Faculty Senate Committee-Dr. John Jeffries**

Dr. John Jeffries presented the charges to the Academic Affairs Committee as follows:

- Work with the Vice President for Academic Affairs in forming a subcommittee to address Centers related issues. The subcommittee should involve all related constituents. It was suggested that there be a member representation from the School of Education, School of Social Work, School of Business, the College of Arts and Sciences and the Centers. Dr. Margaret Young volunteered to work on this committee.

- On April 18, 2007 the Academic Affairs Committee passed that students must complete all degree requirements prior to Commencement. However, the School of Social Work raised a concern about a cohort of students working on a practicum that finish in the summer if they have to wait until December or can they be allowed to walk in May. It was requested that the Committee revisit this request. Dr. Jean Hill requested that this issue be placed on the agenda for October 3, 2007 meeting. Dr. John Hayes seconded the motion. Motion passed unanimously.

**9. Meeting of the Whole**

**91. Nursing Program-Dr. Susan Williams, Director of Nursing**

Dr. Susan Williams provided the committee with an update on the changes needed to the Nursing Program. These changes include:

- Changes to the prerequisites for the nursing program
- Credit regarding General Education Core Requirements
- Addition of new nursing courses due to revised program of student
- Award 30 hours of upper division credit for previous RN education

After discussion, it was agreed that the changes will be presented at the next Academic Affairs meeting for action. (**Attachment 1**)

- 10. Adjournment** –Dr. Jean Hill made a motion to adjourn. Dr. Jill Baker seconded the motion. The meeting adjourned at 4:31 p.m.