

Academic Affairs Committee Meeting
September 20, 2006
Donnelly Library, Room 325

- 1. Members Attending:** Dr. Jill Baker, Dr. Helen Blythe, Dr. Carolyn Newman, Dr. Ken Bentson, Dr. Lee Stauffer, Dr. Margaret Young, Professor James Leger, Professor Bob Mishler, Dr. Gil Gallegos, Dr. Kent Tucker (Proxy for Dr. Pat Bost), Dr. Mario Rodriguez, and Dr. Joseph Sabutis, Faculty Senate (who chaired the Academic Affairs Committee meeting in Dr. Sammeth's absence).

Members Absent: Dr. David Sammeth, (attending an out-of-town meeting), Mr. Jesse Lopez, and Dr. Nicole Montague

Ex-Officio Members Attending: VP Gomez, and Mr. John Coca.

- 2. Approval of Agenda:** Dr. Ken Bentson made a motion to approve the agenda. Dr. Baker seconded the motion. Motion passed unanimously.
- 3. Approval of September 6, 2006 minutes.** After review and discussion of the September 6^h minutes, Dr. Ken Bentson made a motion to approve the September 6th minutes. Dr. Baker seconded the motion. Motion passed unanimously.

The May 3rd minutes were not available at this time.

- 4. Vice President's Report** – VP Gomez reported that he is working on a Sabbatical Program for next year. Prior to VP Patel leaving, he gave approval of this program's implementation. VP Gomez stated that he working on the schedule for Faculty Evaluations, Promotion and Tenure. He said that he would have a draft to the Academic Affairs Committee. VP Gomez welcomed John Coca back.
- 5. Registrar's Report** – No report at this time.
- 6. Report from Subcommittees** – Dr. Baker reported that she included the committee members that were in the Undergraduate and Graduate Subcommittee from last year. The list is as follows:

Undergraduate Committee

Dr. Jill Baker, Interim Chair
Dr. Carolyn Newman
Dr. David Sammeth
Dr. Lee Stauffer
Dr. Pat Bost
Dr. Gil Gallegos
Dr. Joseph Sabutis

Graduate Committee

Dr. Ken Bentson, Interim Chair
Dr. Bob Mishler
Dr. Nicole Montague
Dr. Mario Rodriguez
Dr. Helen Blythe
Dr. Margaret Young

The committees decided to meet after the Academic Affairs meeting to choose chairs for each committee.

Dr. Jill Baker reported that the Undergraduate Subcommittee is receiving multiple petitions and requests for hearings. Dr. Baker asked that the committee members stay to discuss the hearings after the meeting.

Dr. Ken Bentson, no report from the Graduate Subcommittee.

7. **Old Business-** No Old Business at this time.

8. **New Business –**

8.1 School of Business-Proposed Changes to the MBA Program – Dr. Bill

Taylor, Dean presented the proposed Curriculum Changes to the School of Business Program. The purpose of the proposed changes is to provide a more flexible program that meets the different needs for students with varying interests and career goals.

Dr. Taylor reported that the School of Business has a 37-hour MBA Program and there are some areas of concentration which total approximately 15 hours. The participation is very low based on the fact that some students just land up taking the MBA. Dr. Taylor indicated that what they propose is going down to a 7-class core, totaling 22 hours with a 1-hour capstone, Business 696 Case Study. This would allow students to choose from among several concentrations.
(Attachment 1)

Dr. Taylor provided some Request Course Forms titled, Legal Environment of Business; this should be changed to Law & Ethics in Business to emphasize the syllabus, Business Case Study should enroll only once. Here students will be allowed a case analysis or a field project to be noted in the catalog. Dr. Taylor requested to change the composition of the people on the committee because of problems with Centers.

After discussion, Dr. Taylor indicated that he would like to get this proposal approved as soon as possible. Dr. Sabutis asked the committee if they were in agreement to have the program discussed at the next Academic Affairs meeting. Dr. Baker stated that the proposed program, under concentrations, Social Work 642-Advanced Social Policy, this course has not been brought before the Curriculum Committee. Professor Mishler requested more time before a decision was made because he wants to share with his department. Dr. Taylor will forward the proposal to Susie and she will forward to the Committee members to discuss with their respective departments.

The committee agreed to have the School of Business-Proposed Changes to the MBA Program presented at the next Academic Affairs Committee meeting as an old item.

8.2 Department of Computer and Mathematical Sciences-course changes

“UNIX Operating Systems” 324 & 524. Dr. Ken Bentson asked that this item be deferred until the next meeting until there is a representative from Computer Science. Dr. Jill Baker seconded the motion. Motion passed unanimously.

8.3 Deadline for Submission of proposed changes to the catalog.

Dr. Ken Bentson made a motion to defer this item until a timeline had been received from the Registrar’s office. Dr. Margaret Young seconded. Motion passed unanimously.

- 9. Adjournment** – Dr. Ken Bentson made a motion to adjourn. Dr. Jill Baker seconded the motion. Meeting adjourned at 4:24 p.m.