

Academic Affairs Committee Minutes

February 5, 2014

(Approved February 19, 2014)

- 1. Roll Call (3:03 pm) Members Present:** Todd Christensen, Craig Conley, John Jeffries, Kerry Loewen, Seonsook Park, Jesus Rivas, Ruthy Watson, Donna Woodford-Gormley, Cheryl Zebrowski

Also in Attendance: Michael Raine, Diane Trujillo

Absent: Warren Lail, Patricia Cruz, Cristina Duran, Margot Geagon, Carmen Vidal-Lieberman

2. Approval of the Agenda

The agenda was approved. (Loewen/Christensen)

3. Approval of the Minutes

Minutes of January 15th were approved. (Loewen/Rivas)

4. Communication from the Administration

- a. None

5. Communication from the Chair

- a. Waiting for approval from VPAA & Faculty Senate for the Program Review Procedures
- b. Waiting for a response from Faculty Senate regarding our request for e-signature software for the university.
- c. The AAC forms will be re-examined for content at a later date.

6. Communication from the Registrar

- a. Census day enrollment was up slightly
- b. Fall admissions report is on par with last year.

7. Communication from the Faculty Senate

- a. Professor Loewen gave a brief summary of the Faculty Senate meeting. Discussion regarding the dean selections, but arbitration is still scheduled for next week.

8. Communication from Subcommittees

- a. Undergrad appeals: Approved 2 and Denied 2, with one on the way
- b. Graduate appeals: None
- c. Ballen Endowment: Nothing new

9. Program proposal: ASGE

- a. Discussion: All courses will transfer to any engineering degree, but the department is building a good relationship with NMT. There is some concern about the need for additional faculty so the program doesn't flounder like the previous program.

- b. Motion made to approve the Associate's Degree in General Engineering, with change of wording in paragraph II.2 to state "required courses" rather than "engineering electives". (Rivas/Jeffries) Motion carried with 1 abstention.
- c. Motion made to approve the proposed ENGR 215 course. (Loewen/Jeffries) Motion carried unanimously.

10. Charge from faculty senate: Dual Degree Programs

- a. Discussion regarding the definition of a dual degree program.
- b. How much "double Dipping" allowed may depend on the subject. Can count required course for both degrees, but a student may be required to take extra electives.
- c. How will minors embedded in the science degrees be handled?
- d. Programs may make more restrictive policies than the university policy.
- e. It was recommended that no double-dipping in upper level classes be allowed.
- f. Michael Raine will write up some proposed language and the rest of the committee should ask for feedback from their departments.

11. Charge from faculty senate: Graduate grading policy and +/- grading

- a. Graduate grading policy
 - i. The grading policy is currently the same for undergraduate and graduate degrees.
 - ii. The proposed language to the graduate grading policy should be included in the graduate handbook, catalog and on transcripts: The proposed policy only allows c and better to pass a class, with definitions of what each grade means.
 - iii. Program can be more restrictive as long as it's in the catalog.
 - iv. Graduate students must maintain a 3.0 GPA.
 - v. Committee members should obtain feedback from colleagues
- b. +/- grading
 - i. Faculty senate voted this down a few years ago.
 - ii. The minus can lower a grade enough to put a student's financial aid at risk, nor count towards the student's major.
 - iii. But a plus can raise the student's GPA.
 - iv. It's a more accurate representative of the student's work.
 - v. Many universities don't use A+
 - vi. Faculty are divided on the policy and this issue should be further discusses with colleagues.

12. Late Arrivals: none

13. Meeting adjourned at 4:50 p.m.