

Academic Affairs Committee Minutes

August 20, 2014

Approved September 3, 2014

- 1. Roll Call (3:02 pm) Members Present:** Judy Barnstone, Todd Christensen, Craig Conley, Patricia Cruz, John Jeffries, April Kent, Kerry Loewen, Seonsook Park, Jesus Rivas, Carmen Vidal-Lieberman, Ruthy Watson, Donna Woodford-Gormley.
Also in Attendance: Michael Raine, Teresita Aguilar
Absent: Margot Geagon, P.J. Sedillo

2. Approval of the Agenda

The agenda was approved with one addition.

3. Approval of the Minutes

Minutes of May 7th, 2014 were approved.

4. Election of a secretary

- a. April J Kent elected as secretary.

5. Communication from the Administration

- a. Thank you for a good Faculty Development Week.
- b. Student Success needs to be the focus.

6. Communication from the Chair

- a. Send items for future agendas to the chair.

7. Communication from the Registrar

- a. Admissions report
 - i. 53% were admitted; better than last year.
 - ii. Overall applications are down by around 900; this is a national trend.
- b. Enrollment report
 - i. 3,398 enrollment as of Monday
 - ii. Biggest growth is in online classes.
 - iii. Graduate enrollment discussed.
- c. Undergrad catalog changes due to change to 120 credit hours are complete.
- d. Graduate catalog is still being revised.

8. Communication from the Faculty Senate

- a. Senate has not met since our last meeting.

9. Election of Subcommittees

- a. Undergrad appeals: Craig Conley, April Kent, Seonsook Park, Carmen Vidal-Lieberman, Ruthy Watson; Donna Woodford-Gormley
 - i. Chair: Ruthy Watson elected.
- b. Graduate appeals: Judy Barnstone, Todd Christensen, Patricia Cruz, Margot Geagon, John Jeffries, Kerry Loewen, Jesus Rivas.
 - i. Chair: Patricia Cruz elected.

- c. Ballen Endowment:
 - i. Chair: Todd Christensen elected.
 - ii. Other members: Judy Barnstone and Jesus Rivas.

10. Program Review Schedule and Procedures

- a. Dropbox will be updated.
- b. Forestry and English reviews still need to be revisited.
- c. The new process will be discussed.
- d. Forestry and English can give a presentation at the next meeting including their comments on the new process.
- e. Programs up for review this fall include: Biology/Chemistry, Business, Computer Science, Math, and Physics. Computer Science will be given an extension. Physics program review is not required.
- f. Accreditation only requires program review of degree programs not minors.

11. Student Level

- a. Memorandum from registrar reviewed. Revisions will go into effect in January.

12. Student Appeals

- a. Undergraduate petitions about a course being used for a core requirement could be handled by the registrar's office. Mr. Michael Raine will write up an MOU.
- b. Financial aid appeals discussed.
- c. Transfer credits and work experience discussed.
- d. Issue of residency requirements and transfer students. Dr. Aguilar will look at accreditation issues and residency requirements.

13. +/- Grading

- a. Mr. Raine wrote a memorandum on the implications of a +/- grading scale on various student groups.
- b. Two main issues of contention are the A+ and C-.
- c. Effects and timeline of a change to a +/- scale discussed.
- d. Motion to

accept a fractional grading scale that includes an A+ with the same value as an A in calculating GPA, no C- , D+ , D- , F+ or F- with a recommendation to be implemented fall 2015 with a new catalog. The numerical values for the scale are given below.

A+	4.0
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
D	1.0

F 0.0

A description of the grades will be provided by the registrar.

(Loewen/Rivas)

Motion made to table the motion until the next meeting. (Conley/Watson) –

Motion passed.

e. Mr. Raine will provide grade description before the next meeting.

14. Late Addition to the Agenda (minor items only)

a. Report from Student Evaluation Committee

i. The committee will finalize its recommendations for revisions to the student evaluations by next week.

15. Adjournment Meeting adjourned at 4:52