Academic Affairs Committee Minutes
September 3, 2014
Approved September 17, 2014

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

2. Approval of the Agenda
The agenda was approved.

3. Approval of the Minutes
Minutes of August 20th, 2014 were approved.

4. Communication from the Administration
   a. Graduate coordinator meeting at 8:00 am on Friday in Siningger 123 to discuss graduate student webpage. All are invited.

5. Communication from the Chair
   a. Would like feedback on program reviews heard today before they are sent to the administrations and would also like feedback on the review process.
   b. Schedule of reviews has to be discussed. Minor programs may have to be put on the review schedule. Minors may be flagged.

6. Communication from the Registrar
   a. Dropped 150 students for nonpayment on Friday; hopes to have about 50 re-enrolled.
   b. Overall enrollment down 3% overall, 5% at the main campus.
   c. Discussion at Faculty Senate on which units to calculate honors on so that four year students aren’t at a disadvantage.

7. Communication from the Faculty Senate
   a. Report from BOR; regular meeting times for committees of Faculty Senate.
   b. Minutes will be forwarded.

8. +/- Grading
   a. Memorandum from registrar was made available on Dropbox.
   b. If a department opts out of the +/- system, it should be documented in the catalog.
   c. Motion to discuss as a committee of a whole (Vidal-Lieberman/Rivas)
      Motion passed (14 in favor; 1 opposed)
   d. Issues of academic freedom, banner, and departmental policy were discussed.
e. Motion to accept the grading structure and description presented in the memo from the registrar dated August 21. (Loewen/Christensen) Motion passed 12 in favor, 1 opposed)

9. Program Review -- English
   a. Highlights of review presented.
   b. Questions and comments about Philosophy professor position and the department name still including philosophy.

10. Program Review – Forestry
    b. Questions and comments on faculty requirements from SAF, teaching loads, importance of accreditation, funding, and the 9+ proposal.
    c. Subcommittees for both Forestry and English need to give feedback before reports are submitted to the administration.
    d. Academic Affairs Committee must decide what needs to said to the administration.

11. Program Review – Revisions to Pilot Process
    a. There is a need for discussion of what worked and what did not with the pilot process.
    b. Changes to the process need to be made before the programs up for review begin.
    c. Motion to use the pilot outline and to include the four university traits for reviews of non-accredited programs and the accreditation structure for accredited programs. Reviews should be between 5-10 single spaced pages. (Watson/ Vidal-Lieberman); amended Geagon) Motion passed (14 in favor)

12. Program Review – Schedule of Reviews
    a. Biology, Business, and Geology will be reviewed. Media Arts, Math, and Psychology might be reviewed.
    b. Chair will send updates to committee.

13. Retroactive Withdrawals
    a. Tabled.

14. Late Additions to the Agenda (minor items only)
    a. Tabled.

15. Adjournment Meeting adjourned at 5:03