

Academic Affairs Committee Minutes
February 15, 2012 (Approved 3-7-2012)

- 1. Roll Call (3:03 pm) Members Present:** Donna Woodford-Gormley, Cheryl Zebrowski, Jim Burns, Andrellita Chavez, Craig Conley, Cristina Duran, Andre Garcia-Nuthmann, John Jeffries, Emmanuel Nkwenti, Mary Shaw, Carmen Vidal-Lieberman, Warren Lail, Seonsook Park
Also in Attendance: Pete LeRoy, John Coca, Linda LaGrange
Absent:

2. Approval of the Agenda

The agenda was approved with the removal of Southwest studies under new business. (Shaw, Chavez)

3. Approval of the Minutes

Minutes of February 1 were approved (Shaw, Conley)

4. Report from VP, Academic Affairs

Linda LaGrange reports that graduate advisors met to discuss keeping the 1-credit registration and to develop a thesis timeline. Demo of Degree Audit for graduate students was provided by the registrar. For students on provisional status, Banner can set up a check so they can't register for more than 12 credits. John Coca reported the official class minimums as 12 (freshmen, sophomores), 10 (upper division), 8 (400-500 courses), 6 (600 level courses). But there is an appeal process to the deans for not cancelling a class. Since this does not seem to be in any official publications, this item should be added to the agenda. Can directed studies course replace a core requirement?

5. Report from Registrar

John Coca: No report.

6. Report from Faculty Senate

Pete LeRoy reports that Faculty Senate has recorded the vote of all faculty and the results show that faculty wish to continue to explore the ACT/SAT requirement as a part of admission requirements and will be sent to AAC. Staff secretary support for AAC was discussed with the admin secretary from senate to do the minutes. Germaine will continue to process paperwork. Also, the Emergency Planning Committee continues to work on wording for various documents to be sent to the president.

7. Reports from Subcommittees/Centers

- a. Centers: Nothing to report
- b. Ballen Endowment: Nothing to report
- c. Undergrad 2 appeals
- d. Graduate have several appeals to review

8. Old Business

- a. Revisions to AAC forms. Add a line regarding impact on other programs and if they've been notified.
- b. ACT update: We should forward concerns to Dr. Rivera who will draft a model document to be sent to AAC for review and revisions.
- c. Duties of AAC: Student academic appeals should stay with AAC since the ¼ time release has been approved by the faculty senate, although it still has to go to full faculty vote, etc. Secretarial support has also been approved.

9. New Business

- a. Environmental Geology Program Changes. Recommend that either Chem II or Physics II and Calc/Physics be a requirement. Proposal tabled. (Shaw/Chavez).
- b. Business Program Changes: The Software Driven Systems Design degree, is a business tract, although not a business degree. Discussion centered on the numbering/prerequisites for the practicum classes. Proposal tabled (Vidal-Lieberman/Chavez)

10. Meeting adjourned at 4:52