

Academic Affairs Committee Minutes

March 6, 2013 (Approved March 20th)

- 1. Roll Call (3:00 pm) Members Present:** Warren Lail, Cheryl Zebrowski, Andrellita Chavez, Craig Conley, Andre Garcia-Nuthmann, John Jeffries, Carmen Vidal-Lieberman, Seonsook Park, Margot Geagon, Jesus Rivas, Andrew Wollner
Also in Attendance: Pete LeRoy, Geri Saavedra
Absent:

2. Approval of the Agenda

The agenda was approved

3. Approval of the Minutes

Minutes of Feb. 20th were approved (Chavez/Vidal-Lieberman)

4. Report from Registrar

1,228 admitted Freshmen, however we're still down 44% from last year due to new ACT requirement.

5. Report from Faculty Senate

Pete LeRoy gave a brief summary of the Faculty Senate meeting. Dr. Rivera had questions about the dual BS/BA degree. Dr. Rivas will compile a chart of courses for each degree and we will invite Dr. Rivera to discuss further. The full report was posted in the AAC dropbox folder.

6. Reports from Subcommittees

- a. Undergrad appeals: Dr. Conley reported that we have 15 currently in process. But we expect a large percentage of students to request in-person appeals after Spring Break.
- b. Graduate appeals: Dr. Vidal-Lieberman reported that they have 2 appeals, with 1 tabled.
- c. There was some discussion regarding "timeliness" of decision when dealing with this many appeals. Is there a way to help students write a better appeal?
- d. Ballen Endowment program starts April 1st.

7. Charges from Faculty Senate

- a. A Scheduling Blocks letter outlining our concerns and recommendations was drafted by Dr. Lail was approved. He will send to Faculty Senate.
- b. Review and Investigate Catalog Organization, Proofing, and Production
 - i. It was suggested that several people review the final proof, including AAC members. The committee can then schedule a review at one of their meetings. Geri will see if she can get us a copy before our May 1st meeting.
 - ii. Online versions: While a good idea, the committee feels that a continuously updated version may cause problems with degree audit, determining requirements, etc, especially since it forms a "contract" with

the student. The committee felt that corrections should be posted at the end of each semester, rather than after every course/program change.

8. Media Arts Proposals

- a. Media Arts Curriculum Changes
 - i. Motion made that changes to the Media Arts program be considered together. (Geagon/Chavez) Motion carried unanimously.
 - ii. Motion made to approve the proposed changes to Media Arts classes(Zebrowski/Geagon) Motion carried unanimously.
- b. Software Driven Systems Design (SSD) Curriculum Changes
 - i. Dr. Jeffries suggested that Math 140, College Algebra be the prerequisite for SSD341, rather than Math 120
 - ii. Motion made that we consider changes to the SSD program be considered together. (Geagon/Chavez)
 - iii. Motion made to the proposed changes as amended with the change of Math 140 as prerequisite for SSD341.(Vidal-Lieberman/Chavez) 7 in favor, 1 abstention

9. Late Arrivals (minor changes only)

10. Meeting adjourned at 4:26

Draft minutes sent to Donna Woodford-Gormley and Pete LeRoy, AAC rep to Faculty Senate

Finalized Minutes are sent to: April Kent, Secretary of Faculty Senate, and cc'd to Dr. Romine, Chair and Dr. Woodford-Gormley, AAC chair