

Academic Affairs Committee Minutes

December 4, 2013

(Approved January 15, 2014)

1. Roll Call (3:04 pm) Members Present: Craig Conley, Cristina Duran, Andre Garcia-Nuthmann, Margot Geagon, Warren Lail, Kerry Loewen, Seonsook Park, Jesus Rivas, Carmen Vidal-Lieberman, Donna Woodford-Gormley, Cheryl Zebrowski

Also in Attendance: Michael Raine, Linda LaGrange

Absent: Patricia Cruz, Ruthy Watson (excused)

2. Approval of the Agenda

The agenda was approved. (Vidal-Lieberman/Rivas)

3. Approval of the Minutes

Minutes of November 20th were approved (Conley/Rivas) with 1 abstention.

4. Communication from the Administration

No one present.

5. Communication from the Chair

Dr. Woodford-Gormley heard back from the Education Department informing her that the students were able to take the computer proficiency test without paying as long as they didn't want the course credits. She suggests that the program review procedures be finalized over break and voted on at our first meeting in the spring. It was suggested that the English and Natural Resources departments be evaluated in the Spring.

6. Communication from the Registrar

Grades are due Monday, Dec. 16th at 10:00 a.m. On Dec. 18th the end of term process is run and grades available to students on the 19th. Undergraduate program descriptions are now online. Course descriptions should be up soon. Graduate section is still in process.

7. Communication from the Faculty Senate

Professor Loewen gave a brief summary of the Faculty Senate meeting. Sabbatical leaves will be competitive this year. The minutes were sent out to the committee members.

8. Communication from Subcommittees

- a. Undergrad appeals: none
- b. Graduate appeals: reviewing 1 petition for academic re-instatement
- c. Ballen Endowment: Yolanda Domínguez will be this Spring semester's Nina Tesla Ballen Visiting Scholar. She was nominated by Sociology, Media Arts, Criminal Justice, Visual & Performing Arts, and Women's Studies. Yolanda Domínguez is an internationally renowned visual and performance artist from Spain who uses her art to create installations that confront serious social realities of the global economy with humour and sophistication. Gender is often a central theme and she seizes opportunities for creatively presenting social criticism via her art. Her work stimulates rich debate, making space for disrupting assumed relationships particularly around issues of globalization, gender, and consumerism.

Not only an eminent artist, Ms. Domínguez is a prominent and engaging teacher. She is currently a professor and tutor in the Concept and Creation Masters program of the EFTI School of Photography in Madrid. She is also a professor in the Experiential Marketing Direction for the Creative Industries program in Madrid's School of Marketing where she teaches, "Art as a Tool for Social Transformation."

Her two-week campus visit is currently scheduled to be from March 24th to April 4th, 2014.

The Committee also received 1 letter of interest for a fall program.

9. Course Revision – Biology

- a. Motion made to approve the name change of BIOL 463/563 to Nutrition. (Geagan/Lail) Motion carried unanimously.

10. Program Deletion – Public Affairs, Concentration in Historical & Cross-Cultural Perspectives

- a. Motion made to accept the deletion of the Concentration in Historical & Cross-Cultural Perspectives for the MA in Public Affairs program. (Rivas/Loewen).
 - i. Motion tabled until the anthropology department can discuss with the department chair. (Rivas/Loewen) Motion carried unanimously with 1 abstention.

11. Course Revisions – English

- a. ENGL 214: The current title is "Autobiography." We propose changing the title to "Autobiography, Personal Essay, & Memoir." We also propose revising the catalog description. The old title and description are not up to date with the most recent trends in Creative Nonfiction course offerings.
- b. ENGL 262: We are proposing a minor change to the course description to include the genre of creative nonfiction.
- c. ENGL 310: We propose changing the course title from "Creative Nonfiction" to "Creative Nonfiction Workshop." We are doing this to clarify that this is a creative writing workshop and not a seminar in the literary genre of creative nonfiction. In other words, we are trying to clarify that it is a writing and not a literature class.
- d. ENGL 671: We propose revising the course description to include the genre of creative nonfiction.
- e. ENGL 391/591 – revised to ENGL 491/591: We propose changing the undergraduate section of this class from a 300 level to a 400 level to avoid the difficult 3/500 split and because the work required is really more appropriate for a senior level course.
 - i. Some discussion regarding the split and if it's possible to do 300/500 splits. This is allowable, and may be appropriate for some departments.
- f. ENGL 312: We propose changing the title from "The American Fool" to "Stand-up Comedy as Literature" in order to more accurately reflect the course content. We also propose a revision of the catalog description in order to more accurately describe the course content.
- g. Motion made to accept the proposed revisions to English courses. (Conley/Vidal-Lieberman) Motion carried unanimously.

12. Program revisions to Education – Computer Proficiency

- a. The students were able to take the test free of charge, since they did not want it to count as course credits.
- b. Discussion regarding the problem with the current CS101 syllabus, with the suggestion that we consider forming a sub-committee to make recommendations to the Computer Science Department for revising the course.
- c. Motion made to table the Education Department's Computer Proficiency substitution until after we examine the CS101 proficiency requirement. (Conley/Loewen). Motion carried unanimously.

13. Program Review schedule and procedures

- a. Suggestions included adding questions to evaluate the program in comparison to the strategic plan and evaluation based on the university traits.
- b. The chair will write up the process for review by the committee at the next meeting.

14. Discussion of and minor revisions to AAC forms

- a. Dr. Lail wishes to put in a limit on the number of words on some of the questions on the form itself with instructions to add an attachment if additional information is needed.
- b. He also wants to make fillable word documents
- c. There needs to be a better definition of "contact hours", as people are confused as to the meaning. Perhaps drop the word "total" from the form.
- d. Program revision form needs a section for "Reason for revision"
- e. Forms will be revised over the break and the committee can review at our next meeting.

15. Late Additions to the Agenda (minor items only)

- a. Michael Raines would like to have a Sharepoint site so that all documents can be stored and retrieved by the committee, registrar's office, and the VPAA.

16. Meeting adjourned at 4:51.