



Academic Affairs Committee - Minutes

Tuesday, Oct. 8, 2013

2:00-4:00 pm, SC213

ATTENDEES: J. Ronsivalli, C. Cohen, M. Farrell, D. Felisberto, H. Wilson, R. Lizotte, G. Young, S. Joubert, P. Willett

Recorder: Jane Bailey

1. Review of Minutes – 9/24/13 – Minutes accepted, three abstentions from members not present.
2. New Proposals for initial review:

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	
1314-004		CRJ291	CJ Internship	Spring 2014		Course revision	P. Cavan	How many hours are students in internship? Should include this in description. Identify CAS requirements. Hold for info literacy approval. CRJ250 needs to be inactivated
1314-005		CRJ103	Modern Policing	Fall 2014		Course revision	P. Cavan	Approved. Hold until we have global awareness response
1314-014	ST	SOC208	Sex & Gender in a Global World	Spring 2014		Special Topics course 2nd run	K. Arford	No changes from last time. Approved
1314-015	ST	SCI130	Forensic Science	Fall 2014		Special Topics course 1st run	M. Cross	Won't transfer as a science (except under Mass Transfer). Committee recommends adding note: <i>Science majors should not take this course.</i> Science & Technology intensive – have they applied?
1314-016	ST	RWR090	Reading Writing & Reasoning	Spring 2014		Special Topics course 1st run	P. Schade	Committee recommends editing the course description as it is lengthy. Committee has approved this course for Fall 2014 as this is short notice to put this class on master schedule for Nov. 1 registration.

3. Special Topics update – Pat Willett

- Identification of special topics courses going forward – Bill Heineman will talk to Sue Shain to see if courses can be clearly identified on the master schedule.
- Clean-up of old special topics courses – ongoing, will take some time.
- When the policy is re-written, special topics course will only come to the committee the first time they run. Until then, they will still come to the committee.
- Change date on Academic Affairs scheduling task and timeline. Current due date is Sept. 30 and January 31. This should change to August 15 for spring and January 15 for fall. Will re-write and re-publish policy when all pieces are finalized.

4. Other

- Revised policy for Learning Outcomes Assessment – Ellen Wentland provided clarification that this new policy does not include the state assessment as the state will not be doing assessment this year. Additionally, they are working on a policy of their own. Committee recommended removing the last sentence for campus assessment.

Adjourned: 4:00

C: W. Heineman, M.E. Ashley, T. Fallon, S. Shain

FYI: C. Phair, J. Zubrow, M. Reinhold, J. Rogers,