



**Academic Affairs Committee Minutes**  
**Tuesday, November 4, 2014, 2:00-4:00 pm, SC213**

**Attendees:** D. Tanner, C. Cohen, H. Wilson, K. Holmes, D. Felisberto, S. Weber, P. Willett, D. Naudzunas, G. Young, A. Fishbone, H. Mores, J. Ronsivalli

**Guests:** K. Kortz, K. Waligora

**Recorder:** J. Bailey

1. Review of minutes from 10-21-14 meeting – Minutes were accepted.
2. Proposals for further review –

Kirsten Kortz/Janice Rogers (2:10 pm)

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	status
1415-021		FYS101	First Year Seminar	Fall 2015	Fall 2015	New Course	K. Kortz/J. Rogers	Approved
Needs #		CSS101	College Success Seminar	Fall 2015	Fall 2015	Course inactivation	K. Kortz/J. Rogers	Approved

3. Proposals for further review –

Kim Waligora for Kevin Mitchell (3:20 pm)

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	status
1415-013		SCI 281	Research Experience Laboratory	Fall 2015	Fall 2015	Course Revision	K. Mitchell	Approved
1415-014		BIO 280	Research Experience Biotechnology	Fall 2015	Fall 2015	Course Revision	K. Mitchell	Approved
1415-015			Lab Science Program	Fall 2015	Fall 2015	Program Revision	K.Mitchell	Approved

4. Academic Affairs Committee updates.

Pat informed the committee of two new program changes that she has been made aware of, and stated that the forms will be forthcoming:

- **Paralegal Program** - will be inactivated due to low enrollment in the program. No new students will be accepted for Spring & Fall of 2015.
- **General Studies Program** – no new students will be accepted into this program. Students will be directed to either the Liberal Arts Program or a new individualized General Studies option. This is similar to a model that Grace has been using to advise various students who want to transfer into specific programs at other colleges. This has been very successful.
- **RTA125** – Paul Chanley made the following comments on this proposal after approvals have already been received by all other signatories:  
Is the Engineering Science & Physics Department responsible for teaching the new Rad Physics course? If not, may I suggest the name of the new course not include the word physics.

"Radiology Fundamentals" or "Fundamentals of Radiology" might be a more appropriate name. There seems to be very little physics and mathematics in the course.

The committee decided to add his comment to the proposal and move it forward.

- **CAS** – Grace Young pointed out that there is not a policy posted regarding students who come to NECC with transfer credit. She also pointed out that she thought that all courses that were approved as intensive status may not have been forwarded to the Registrar. Pat will look into both of these issues.

**3:55 adjourned.**