

## Academic Affairs Committee Minutes

Tuesday, March 11, 2014, 2:00-4:00 pm, SC213

**Attendees:** C. Cohen, S. Joubert, R. Lizotte, P. Willett, D. Felisberto, J. Ronsivalli, S. Wares, H. Wilson, M. Farrell, C. Rowse, H. Mores, R. Lizotte

**Recorder:** J. Bailey

1. Review of Minutes – 2/25/14 – Minutes were accepted with three abstentions from members not present on 2/25.
2. **Common Transfer Policy** – vote on revised policy that Vice President Bill Heineman presented to the committee on 2/4/14. The state is comfortable at this time with the differing rules about residency requirements and C vs. C- grading. **Committee approved this revised policy.**
3. Proposals for re-review – 2:20 – Proposers invited for committee questions

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	status
1314-053		DAN201	Dance Production	Spring 2015		course revision	M. Deane	Michelle did not attend this meeting. Will hold these proposals until we hear from her.
1314-054		DAN203	Dance Pedagogy	Spring 2015		course revision	M. Deane	

4. New Proposals for initial review

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	status
1314-067			Human Services Program	Spring 2015		Program revision	J. Gagliardi	Questions on BIO's. Pat will email Jane.
1314-069		MAT122	Quantitative Reasoning	Fall 2014		Program revision	H. Maagoul	Bold needs to be fixed in rationale section.
1314-071		SPN221	Spanish Translation I	Spring 2015		Course revision	A. Hislop	Objectives need to be more clearly defined
1314-072		SPN222	Spanish Translation II	Spring 2015		Course revision	A. Hislop	Objectives need to be more clearly defined

5. Learning outcomes formatting –

The committee talked about requiring specific formatting in the learning outcomes section of course proposals. Bill Heineman talked about the possibility of listing learning outcomes on the website like some of the other community colleges are doing. After discussion the group decided that the responsibility of formatting lies on the supervisor, as they review syllabi, which is typically where learning outcomes are displayed. Furthermore, given the inconsistency of formatting and the contractual environment and legality, the committee feels it is not feasible to put this information out on the website.

**Other** – Pat asked the group if they want to come up with a standard statement regarding the new global awareness elective requirement. The group agreed that the following statement which is taken from Jane Gagliardi’s program would be adequate: “Students will need to take one course designated as Global Awareness Intensive”.