



Academic Affairs Committee Agenda

Tuesday, May 3, 2:00-4:00 pm, SC213

Attendees: S. Courchesne, M. Cross, D. Felisberto, A. Fishbone, K. Holmes, C. Knoepfler, D. Naudzunus, H. Mores, J. Ronsivalli, C. Rowse, J. Scascitelli, P. Willett, S. Wares, G. Young

Guests: M. Farrell, N. Julin, K. Burns

Recorder: J. Bailey

1. Review of minutes – April 26 meeting – approved with 7 abstentions
2. 2:10 – Draft Recording Policy – Heather Mores presented a draft recording policy which was authored by the compliance committee. The draft has been approved by our legal counsel. The policy states that “In Massachusetts, permission to record a classroom lecture requires consent of the instructor and all members of the class that is being recorded. Instructor and class permission is not required when a student is granted a reasonable accommodation as defined by the Americans with Disabilities Act.” Heather said if it is a Learning Accommodations case and a member of the class objects, Learning Accommodations will work with them, as there are workarounds such as keeping the objector out of the camera view. Heather explained that this is an overall policy, and the committee did not want to dictate all the exceptions. The committee had two recommendations:
 - a. Learning accommodations should reference this policy in the verbiage that is included on faculty syllabi
 - b. Pat Willett asked if the compliance committee could work on a policy regarding the use of classroom material such as powerpoints and screenshots of materials written on the board in class. This policy could be added to the student code of conduct. Heather agreed to bring this to committee.
3. Proposals for review

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	status
1516-084			Clinical Research Certificate of Comp.	Spring 2017	Spring 2017	New program	N. Julin	Approved
1516-090			GS: Health Specialization	Fall 2016	Fall 2016	Revision of program	N. Julin	Approved
1516-085		CRC101	Introduction to Clinical Research	Spring 2017	Spring 2017	New Course	N. Julin	Approved
1516-086		CRC102	Clinical Research Regulatory Compliance	Spring 2017	Spring 2017	New Course	J. Julin	Approved
1516-087		CRC103	Pharmacology for Clinical Research	Spring 2017	Spring 2017	New Course	N. Julin	Approved
1516-088		CRC104	Clinical Research Protocol Design and Research Ethics	Spring 2017	Spring 2017	New Course	N. Julin	Approved

Proposal	Type	Course #	Course/Program Name	Implement	Acpt Implem	Explanation	Proposer	status
1516-089		CRC105	Clinical Database Management	Spring 2017	Spring 2017	New Course	N. Julin	Approved
1516-092		CRC106	Clinical Research Practicum	Spring 2017	Spring 2017	New Course	N. Julin	Approved

Cc: W. Heineman, S. Shain, N. Julin, M. Farrell, K. Burns