

**Minutes**  
**Meeting of the Academic Affairs Committee**  
**Tuesday, November 20, 2012, 3:30 p.m.**  
**Health Sciences, Conference Room 300**

**Committee Membership**

Jesse Peters (chair)  
Leon Jernigan  
Cherry Beasley  
Jeff Bolles  
Robert Brown  
Judy Curtis  
David Nikkel

Jeremy Sellers  
Jaime Martinez (chair of Curriculum)  
Joanna Hersey (chair of General Education)  
Melinda Rosenberg (chair of Enrollment)  
Larry Arnold (chair of Academic Support)  
Ken Kitts (Provost and VC for Academic Affairs)

**Members Present:** Arnold, Beasley, Bolles, Brown, Curtis, Hersey, Kitts, Martinez, Nikkel, Peters, and Rosenberg

**Members Absent:** Jernigan, Sellers

**Guests:** Jack Spillan, Rachel Smith, Polina Chemishanova, Roland Stout

I. Call to Order

The Committee was called to order at 3:30 p.m.

Based on the previous agreement to rotate secretarial duties, Judy Curtis will serve in this role for this meeting.

II. Approval of the Minutes of the October 17 Meeting

The Minutes were unanimously approved with the correction of one spelling error.

III. Approval of the agenda.

The Agenda was unanimously approved.

IV. Report from the Chair

The Senate Executive Committee met with the Chancellor and the Provost before the last Senate meeting to discuss shared governance. The role of administrators on Senate Committees and Subcommittees is still under discussion. For that reason, any changes to Committee memberships via Governance is on hold.

V. Reports from Subcommittees

A. Curriculum: Jaime Martinez, Chair

1. Actions Requiring only AA Chair Signature. Report received on five changes involving prerequisite and description revisions. From Department of School

Administration and Counseling revise course description for CNS 6100; from Department of Chemistry and Physics change prerequisite for CHM 1310 and revise description and prerequisites for CHM 3990; from Department of Economics, Finance, and Decision Sciences change prerequisite for FIN 3100; from Department of Accounting and Information Technology change prerequisite for ACC 2270.

2. Actions Requiring AA Approval only.

a. Proposal from the Department of Chemistry and Physics creating new course CHM 1990 Introduction to Research in Chemistry. Discussion questioned awarding research credit for course with no prerequisites and requiring no background in research. Approved 8-1-0.

b. Proposal from the Department of Management, Marketing and International Business creating new course MGT 4310 Sustainability and Corporate Social Responsibility. Approved 9-0-0.

c. Proposal from the Department of History creating new course HST 4120 History of Sexuality. Approved 9-0-0.

3. Actions Requiring AA Approval and to be sent to Senate.

a. Instructions for Cross-Listing Courses in Curriculum Proposal Instructions and Faculty Handbook. New wording added (lines 970-971, p. 23) regarding cross-listed courses. Approved 9-0-0

b. Two courses, ENG 3100 WE and AIS 4150 WD, to be added to QEP. Approved 9-0-0

B. General Education: Joanna Hersey, Chair

The committee will not meet because of the Thanksgiving holiday. The next meeting is in January. Dr. Hersey reported a new Gen Ed listserv has been created to facilitate communication among those interested in system wide general education issues being discussed by the Strategic Planning Council.

C. Enrollment Management: Melinda Rosenberg, Chair

1. Proposal to Alter the Course Repeat and Replacement Policy.

a. Decrease the number of grade replacements to 12 credit hours from the current limit of 15 hours for student entering as freshman.

b. Do away with students' ability to choose which repeated courses count towards grade replacements. For the first 12 hours of repeated coursework, the last grade is used. Afterwards, all grades count towards the QPA.

Discussion included report from Dr. Peters on concerns raised by Libby Denny, chair of FERS, questioning the rationale put forward by the Subcommittee. Discussion

among the members included the impact of removing choice on replacement grades on efficacy of faculty advisors in advising students.

Motion by Curtis, seconded by Beasley, to separate the proposal into two parts to be considered separately. Passed 9-0-0.

Proposal 1. Decrease the number of grade replacements to 12 credit hours from the current limit of 15 hours for student entering as freshman. Approved 9-0-0

Proposal 2. Do away with students' ability to choose which repeated courses count towards grade replacements. For the first 12 hours of repeated coursework, the last grade is used. Afterwards, all grades count towards the QPA. Approved 6-3-0

D. Academic Support Services: Larry Arnold, Chair

1. Library reported increased usage of services and facilities, particularly reference. Acquiring a second digitization grant to scan additional photos in the Elmer Hunt collection.

2. Writing Center reported it now offers choice of ½ hour or one hour appointments. Satisfaction surveys have been positive.

3. DoIT reports WD classification has been added to degree audit process.

4. Disability Support Services reported change in guidelines for dangers to go to the Emergency Health and Safety Committee. Danger to self, alone, no longer goes to Committee. A revised ADAAA syllabus statement will be forthcoming.

5. Center for Academic Excellence reported 391 tutoring instances involving more than 3,000 tutoring hours. CAE continues to work on tracking down students and is using email, letters, cellphone texts, and resident advisors to contact students. There have been 381 alerts, and there are 265 students on probation.

VI. Old Business

Membership of AA subcommittees under review by Governance Committee is on hold as discussion on shared governance continues with the Executive Committee and the Chancellor and Provost.

VII. New Business

The committee was alerted that the 2006 initiative about a Diversity Requirement in General Education might be revisited. The previous five-year process was approved by Senate but never implemented by Academic Affairs Committee.

VIII. Announcements

The Chancellor's conversation forum will be November 26 in the UC Lounge.

IX. Adjournment

The meeting was adjourned at 5:00 p.m.