

Curricular Affairs Committee

Meeting Minutes of October 14, 2015, 1-2 pm at 131 Bunnell (eLearning Conf. Rm.)

Present: Ken Abramowicz, Casey Byrne, Jennie Carroll, Alex Fitts, Doug Goering, Catherine Hanks, Cindy Hardy (audio), Eileen Harney, Jayne Harvie, Joan Hornig, Ginny Kinne, Lisa Lunn, Rainer Newberry, Patrick Plattet, Holly Sherouse

Absent: Carol Gering, Jenny Liu, Caty Oehring,

1. Approval/Amendment of Agenda

The agenda was approved as submitted.

2. Approval of minutes from September 16 and September 30, 2015

The minutes for Sept. 16 and 30 were approved as submitted.

3. Old Business

a. Revised O/W Motion for discussion (attached)

- i. SOM Draft Communications plan examples (attached)
- ii. Composition Committee of the English Department online questionnaire (<https://write.alaska.edu/university-writing-questionnaire/>)

Revisions to the motion were discussed and agreed to by the committee. Communication plans will be reviewed by an appropriate committee at each school and college, typically a curriculum review or academic council committee, depending upon the unit. The Communication Plan would accompany the Student Learning Outcomes Plans submitted in April 2016, and Plans would be implemented in fall 2017.

The committee reviewed the draft plan from SOM. It was fairly long (7 pages), and the committee decided not to include it as an example.

Jennie mentioned the brief survey from Sarah Stanley / English Department. Alex agreed to bring it to the deans for distribution, and she will follow up with the Composition Committee.

b. CAC Goals AY 15/16 update (attached)

- i. Process – anything that can be introduced and then go to online discussion?

The committee agreed to meet for an hour-and-a-half at future meetings. That will facilitate being able to address the long list of items on the goals list.

4. New Business

a. CAC GER Subcommittee Report from October 7 (attached)

Jennie reported that the subcommittee discussed social sciences course “bucket.” They developed guidelines (details included in the CAC GER Implementation Subcommittee Meeting Report, distributed with the agenda). The guidelines should help keep the list of qualifying courses relatively short (to a couple of dozen courses in length rather than 100).

The committee discussed what will be done with the list when it's finalized. It should be shared with all departments – before the end of this semester. With the relatively short timeline to accomplish the changes, it was suggested that a list of the qualifying courses be given to the Registrar's Office (as opposed to going through the much longer process of filling out curriculum forms for every single course).

With more courses available for students to take, the possible lowering of enrollment in various courses was mentioned.

Ginny K. brought up a question concerning the BA degrees which require additional (s)- and (h)-designated courses along with the PHC (or "X") courses. How would these courses be distinguished from each other in the future to prevent double-counting? Holly noted that DegreeWorks currently is able to take care of this.

What role the Faculty Senate plays in approving the changes was discussed. Senate does not normally get into the nitty-gritty details. What CAC is doing with the course buckets could be shared as an information item at the Senate, letting them know what criteria have been developed, what courses have been selected, and informing them about consultations with departments. Senate could approve the timeline, and the procedures used. Rainer asked Ken to draft up something that gives CAC permission from Faculty Senate to make the proposed changes. It was agreed it could be something similar to the resolution last spring. Ken will start drafting this. The preface should reiterate that the philosophy behind these efforts is two-fold: a.) to satisfy current regulations; and, b.) to make a list that's relatively short.

- b. Student Code of Conduct revision (proposal submitted by Catherine Hanks attached)

Cathy noted that in order to try to get a complete picture regarding the student code of conduct, one has to go to the Catalog, to the Board of Regents' site, and to the UAF police web site. Information is not consolidated. Information in the Catalog only covers academic issues of misconduct, and she would like to see more information there about where to obtain further information on non-academic issues of misconduct.

Cathy has contacted the Provost and Mae Marsh with her questions about what faculty should do in various situations when one of their students becomes embroiled in a legal situation and is, for example, trespassed from campus. There are no clear guidelines.

The committee discussed adding information (from the BOR and the UAF police site) about the student code of conduct to the Catalog. With general support for that idea, the committee agreed to request that the Registrar's Office add more information from the BOR web site and bring a draft of that to the next meeting. Holly agreed to do so.

- c. Math and Science GER alignment (Rainer)

Discussion of this item was postponed to a future meeting.

- d. Probation actions based on summer performance (Doug)

Dean Goering described the problem they're experiencing of their students getting stuck on probation following poor summer performance. It was agreed that Doug and Alex will discuss this further and bring their suggestions for a solution back to the committee.

The remainder of the meeting time was used to discuss prioritization of issues the committee needs to address. Items discussed included:

- the implementation of the Capstone requirement;
- formulating a motion to address the foreign language option which can replace a minor in the Bachelor of Arts (to get rid of that option – the foreign language department supports such action);
- how many credits can be double-counted for minors and majors? The issue comes up at the Registrar's Office from time to time. It can be an issue with interdisciplinary programs where there is no clear language addressing the issue. There are BA degrees which have the minor 'built in' (e.g., BA in Education). There is no stated rule anywhere that prohibits one's minor from being in the same program as their major.

The meeting was adjourned with much jubilation.