

Curricular Affairs Committee

Draft Meeting Minutes

Monday, March 19, 2018

2:00-3:15 PM, Wood Center Room "B" (Downstairs)

Call in Number: 866-832-7806 Pin: 1109306

Present members: Holly McDonald, Alex Fitts, Mike Earnest, Chanda Meeks, Eileen Harney (chair), Deana Waters, Ginny Kinne, Karen Taylor, Kate Quick, Nicole Cundiff, Rainer Newberry, Chris Lott, Emily Perryman, Ken Abramowicz, Cindy Hardy, Adam (student worker)

Designating a Minute-Taker for the meeting: Kate

Approval/Amendment of Agenda: approved

Approval of Minutes (2.26.18) (See Google Folder): approved

Decide whether to move meeting on 3.26.18 to a later date

- a. Conflict with updated AdCom schedule
- b. Move to 3:00 unless we can cancel
- c.

Old Business

Brief update by Subcommittees:

Syllabus (Nicole)

- Edits to Student Protections and Services Statement form were requested during Feb senate meeting.
- Eileen will communicate with people who were most vocal against this statement in order to avoid further hold-ups
- Need to figure out what to do about statement that grad students are not mandatory reporters.
 - We will create 2 versions of this statement: one for faculty and one for TAs
 - *Nicole will take out the "as required" statement for grad students
- deleted list of material for the handbook per senate request

ANS/ANT Requirement (Eileen) (See Google Folder-Draft Motion)

Bringing requirement to Senate for vote in April. Took out BOR statement because we can't find the date of their statement, and instead says Faculty Alliance moves this forward.

- Course List (Coming Soon): subcommittee will meet to review syllabi for approval.
- List will not be officially approved by April senate meeting.
- UAA will be instituting a similar requirement in the fall. UAS has something similar in their system

- Dean's council says they are not aware of this requirement.
 - A. Should we put a blurb in the Cornerstone?
 - B. We may need to push off to fall 2019, but should still pass it this year.
- Running against advising timelines and registrar timelines
- Need to be sure there's adequate elearning/distance options
- Advisors can start promoting this now even if it isn't official until 2019
- Rubric (See Google Folder)

New Business

Discussion on Maximum Credits per Semester (Mike and Holly)

- Include a new page in catalog to clarify normal credit hour limits and layout the procedure for taking credit hours beyond the established maximum of 18 credits. Clarifies that Wintermester and Maymester do not count toward total semester credit hours allowed.
- Mike makes approvals up to 23 hours and passes it on to deans for anything over 23.
- *Approved to bring to AdComm

Memo regarding Economics, Philosophy, and Sociology (From Sine) (See Google Folder)

- Drafted for us with request that we approve and send to Provost and Chancellor
- Econ was not involved in this memo and would like to be removed from letter
- Question about process: is this a resolution? Why is it a memo? The intention is not to pass this to Senate but pass this straight to Provost.
 - CAC doesn't have this authority. If we pursue this, we should turn it into a Resolution for Senate approval
 - Give memo back to memo writers and ask that they go to CLA to work this out.
 - Or, create a resolution that references our May 2017 vote against closing degrees and emphasizes the importance of humanities and social sciences in higher ed, with request that when/as budget improves, these programs be given priority.
- Faculty Affairs refused to do this memo.
- Vote: CAC does not support forwarding this memo in this form.
- Eileen will go back to memo writer and request that they talk to CLA, take Econ off the memo, and perhaps rewrite memo as resolution to go to senate.

Advising for Summer Session Students (Ginny)

- Summer sessions should have mandatory advising for degree seeking students.

- Faculty advisors and SSS are 9 month contracts. Advising center has some 12 month advisors.
- Mike will pull stats to see when most students register (during spring semester?)
- Will discuss at next meeting

Upcoming Meetings

- a. Update on Humanities GER Catalog Layout (Holly)
- b. Follow-up Discussion of Content and Signatures on Petition Forms (Ginny and Mike)
- c. Communication Plan Follow-up (Eileen)
- d. Follow-up on Accuplacer Scores (See statement from Composition Committee in Google Folder for 2.12.18)
- e. Follow-up on Math Requirement for B.A. Students (Ginny)
- f. Formation of Subcommittee for Decorations/Ornamentations (ANT Subcommittee?)