

Curricular Affairs Committee

Draft Meeting Minutes

Friday, August 18, 2017

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

Attendees: Eileen Harney (chair), Emily Perryman, Cindy Hardy, Rainer Newberry, Mike Earnest, Chanda Meek, Kate Quick, Karen Taylor, Ana Aguilar-Islas, Ken Abramowicz, Casey Byrne, Deana Waters, Nicole Cundiff, Holly McDonald, Caty Oehring, Ginny Kinne

NOTE: **Action items are in bold; Important CourseLeaf announcement at end**

Meeting called to order at 2pm. Nicole Cundiff agreed to take minutes.

Roundtable of introductions for new and returning CAC members.

Two amendments to the agenda –added Title IX to syllabus discussion and voting for chair of CRC. Moving up to validate CRC Chair (at beginning of business)- Rainer moved to approve, Kate 2nd Agenda approved.

Nicole Cundiff voted in as AY17-18 CRC Chair

Appointment/election of next year's chair was discussed. Ken nominated Eileen Harney, Rainer 2nd, None opposed. Eileen Harney voted in as AY17-17 CAC chair.

Minutes from 5/09 meeting approved. Rainer moved, Cindy 2nd

Practicalities- **Eileen Harney** will send a Doodle poll again to set up general meeting time for the year with an attempt to accommodate schedules. Meeting length- want to keep 1 hour as set time? All agreed with longer meetings be scheduled only when it is really needed.

Brief update AKNS GER subcommittee- Jessica Black met with the GER committee and have a list of courses with reasoning for inclusion, positive response- AKNS GER will meet Aug. 23rd List to be sent out to the CAC committee.

Eileen Harney will set up a Google site.

Title IX discussion- **Eileen Harney** double check on last year's discussion and report back.
RECALL: If you want to use the wording, then use it. Students should have been getting this information.

New BAAS degree math requirement discussion. CLA would need to submit a degree requirement change; can not go through CourseLeaf since it is not a specific program change – memo needs to go to CRC

Discussion on paper withdraw process problems due to advisor's required signature – eliminating this process will be helpful; UAA and UAS does this online; pop up information includes general warnings (send to page with categorized warnings), have an acknowledgement button. Concerns about streamlining, not being good for the students; or should we let the students make the decision for themselves instead of making it for them; **Registrar Earnest** will bring a proposal; alt possible proposal – ask each department to have a contact person for each student making changes (default representative). Need to have a conversation about advising- to ensure that all UAF students get the same treatment in terms of advising

New Business

- a. Revisions to the AHEAD Program
- b. Mandatory FYE for pre-majors
- c. Mandatory Academic Recovery for Academically Disqualified students
- d. Automatic awarding of AA or AS degrees

Alex Fitts has material for these points, so moved to next meeting.

Examine the levels of and criteria for different courses (100, 200 etc.) in terms of system-wide alignment of the curriculum

Karen Taylor sent link to CAC, review criteria. How to approach? Challenges to making the course numbers match and tuition differentials as cost savings (increasing income) U requirements for different levels of courses- 400 level GER; Action item: leave it as it- make an argument for no cost savings for FS; *write comments on Phase 3 spreadsheet?* UAS adopted UAA's course numbers in COMM

Policy for extending Incompletes (work on this with GAC)

Registrar Earnest will draft a proposal – when an extension is possible. 2 or 3 years have been extended per student/faculty request. Limit of N extensions should be included.

Announcement: CourseLeaf training (next Tuesday and Wednesday):

When: Various times on Tuesday, August 22 and Wednesday, August 23. Click [RSVP](#) for specific times.

Where: CTC or Rasmussen Library depending on the session.

RSVP: Please [RSVP](#) for only one session. We have several repeat sessions to allow for flexibility with your schedule. However, space is limited.

Nicole moved to adjourn, 2nd Cindy Hardy

Adjourn at 3:05 pm