

Academic Affairs Committee Meeting Minutes
Friday, September 11, 2009
3 PM, Wall 118

Attendees:

Maggie Ivanova, Humanities, Co-Chair	Richard Costner, Education
Ken Small, Business, Co-Chair	Jim Solazzo, Science
Jennifer Hughes, Library	Jack Riley, Humanities
Renarta Thompkins, Education	Mike Pierce, Science
Barbara Buckner, Associate Provost	Dan Jolles, SGA President
Shri Chabba for Dan Lawless, Registrar's Office	

Absent:

Judy Vogt, Enrollment Services	Michael Collins, Business
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Guest Faculty:

John Beard, Humanities

A. Call to Order

1. Maggie Ivanova welcomed the committee members and introductions were made.

B. Chair Report

1. The 2008-2009 Annual Report for the Academic Affairs Committee has been submitted. The floor was opened for discussion; no comments or concerns were voiced.

C. New Business

1. Academic Affairs Committee
 - a. Setting of permanent meeting dates and times.
 - After much discussion it was decided that a set meeting time would be beneficial for all involved, however, a request will be made to Mike Ruse, Faculty Senate Chair, which asks that Faculty Senate set the Academic Affairs meeting dates / times. The request will be made so that new set dates/times will begin in Fall 2010.

1. Academic Affairs Committee continued

b. Changes to Academic Affairs forms.

- The committee reviewed the following forms:
 - Proposal for a new undergraduate course (Form C)
 - Changes proposed for an undergraduate program (form B)
 - Request for changes in or deletion of an undergraduate course.

Committee Actions: Several changes were requested on several forms. The committee has been asked to review all academic affairs forms and to make suggested changes at the next scheduled meeting. This item has been tabled and will appear on the October 9, 2009, agenda.

2. College of Humanities and Fine Arts – Fine Arts Proposals

Department of Visual Arts

a. ARTS 103 Fundamentals of Art I

Request for changes in or deletion of an undergraduate course

Explanation: The Visual Arts Department would like to delete this course from Core Goal # 8 B. They will substitute another course, ARTS 102: Visual Arts and Culture in its place. Course is being asked to be removed from the Core Curriculum, not the CCU Catalog.

Committee Actions: Proposal was approved as written. However, after much discussion as to the correct flow of paperwork to the Core Curriculum/Academic Affairs Committees, this proposal was to be tabled until the October 9, 2009, meeting so that conversations could be held with the Core Curriculum Chair to determine the correct process. Information has since been obtained from the Core Curriculum Chair. It has been determined that Core Curriculum requests are to be submitted to the Core Curriculum Committee before they are submitted to the Academic Affairs Committee for review. The Academic Affairs Committee was informed of the information obtained by the Core Curriculum Chair and voted via email to accept the request as written and to submit ARTS 103 to the Core Curriculum Committee for review and submission to the Faculty Senate.

2. College of Humanities and Fine Arts – Fine Arts Proposals - Continued

b. ARTS 104 Fundamentals of Art II

Request for changes in or deletion of an undergraduate course

Explanation: The Visual Arts Department would like to delete this course from Core Goal # 8 B. They will substitute another course, ARTS 102: Visual Arts and Culture in its place. Course is being asked to be removed from the Core Curriculum, not the CCU Catalog.

Committee Actions: Proposal was approved as written. However, after much discussion as to the correct flow of paperwork to the Core Curriculum/Academic Affairs Committees, this proposal was to be tabled until the October 9, 2009, meeting so that conversations could be held with the Core Curriculum Chair to determine the correct process. Information has since been obtained from the Core Curriculum Chair. It has been determined that Core Curriculum requests are to be submitted to the Core Curriculum Committee before they are submitted to the Academic Affairs Committee for review. The Academic Affairs Committee was informed of the information obtained by the Core Curriculum Chair and voted via email to accept the request as written and to submit ARTS 104 to the Core Curriculum Committee for review and submission to the Faculty Senate.

3. College of Humanities and Fine Arts – Humanities Proposals

Department of History

a. HIST 330 The Hellenistic Mediterranean, c. 350-30 BCE

Request for minor changes in or deletion of multiple undergraduate courses within the same program (Form E)

Proposed revision: Change of course number and name: will now be HIST 332 Age of Alexander and the Roman Republic.

- This course is being submitted for change of course number and title due to HIST 330 course number already in use.

Committee Actions: The requested revisions have been approved as written with the notation that HIST 330 Enlightenment Europe, 1648-1789 is to remain open and listed in the CCU Catalog.

4. Interdisciplinary Studies

a. UNIV 495 Interdisciplinary Studies Internship
Request for minor changes in or deletion of multiple undergraduate courses within the same program (Form E)

Proposed revision: Change of prefix from UNIV to IDS.

Committee Actions: Proposal was approved as written. Course will now be noted as IDS 495. This will be submitted to Faculty Senate for October, 2009, meeting.

b. UNIV 498 Interdisciplinary Studies Senior Seminar
Request for minor changes in or deletion of multiple undergraduate courses within the same program (Form E)

Proposed revision: Change of prefix from UNIV to IDS.

Committee Actions: Proposal was approved as written. Course will now be noted as IDS 498. This will be submitted to Faculty Senate for October, 2009, meeting.

Meeting was adjourned at 4:15 pm. Next meeting is scheduled for October 9, 2009, Wall 118.

Respectfully submitted,
Melanie McKitrick
Academic Affairs Recording Secretary