

FCAA Meeting

Minutes

December 1, 2011

C430

Present: Paul Schroeder-Rodriguez, Martyn de Bruyn, Essam Elshafie, Michele Kane, Brad Greenburg, Mark McKernin, Ken Voglesonger

Absent: John Casey, Chuck Pistorio, Janet Pariza

Ex-officio: Provost Lawrence Frank, Enrollment director Janice Harring-Hendon

Guests: David Rutschman, Associate Dean of the College of Arts and Sciences, Sophia Mihic (representing the General Education Task Force)

Chair M. McKernin called the meeting to order at 3:05

- 1) Minutes approval November 17, 2011 motion to approve (B. Greenburg, M. De Bruyn) passed
- 2) Chair's Report: no report at this time
- 3) Provost's Report

Administrative restructuring has occurred with the department of Chemistry, Earth Science and Physics. Chemistry is becoming its own department due to increased enrollment, a unanimous vote from the chemistry faculty and support of the dean. No curricular changes are involved, and no additional funds are required to sustain the change. The proposed date of the change is January 1st.

- 4) The General Education Task Force presentation (S. Mihic)

The taskforce is a group of 40-60 faculty members broken up to focus on different topics (administration and maintenance, co-curricular aspects, other models, skills and rigor). At this point 60 faculty members are well versed on the possibilities of a general education program on this campus. This year, we are visiting departments and engaging them of the mission and potential of new program. Events are to be rolled out by the end of the semester. Three basic models have been reviewed: distributive, core, and vertical curricula that could count as discipline course for a major. Due to our articulation agreements, we recommend a hybrid- that the distributive curriculum stay, with a vertical component for transfers. We recommend interdisciplinary courses that count for more than one distribution area requirements and make unexpected connection and thereby engage students and course that promote mentoring possibilities of varying credit hours that can replace elective requirements. It seems that the present distribution hours should also be modified towards a more even distribution.

Some concerns came up about increasing time to graduation and performance based funding that is likely to happen.

- 5) Old Business
 - A) Certificate approval procedure: First a working set of criteria for what a certificate constitutes must be agreed upon: some are fulfilling internal standards, and others fulfill externally imposed standards.

Perhaps accreditation body requirement should be presented at a meeting so that the review committee can better evaluate proposals.

From the perspective of Enrollment, any new certificate program should notify Enrollment early on in the approval process because sometimes students are denied financial aid when enrolling for certificate programs. Authors of proposal for certificate programs could be directed to notify Enrollment Services on the proposal form or the website. Authors and departments need support in developing certificate programs.

B) Subcommittees

It was agreed that a good way to get things done is through ad hoc subcommittees that have a clear mission and dissolve once the issue is addressed, ideally including representation from each college. The work of the council and the morale of the members may increase if members could trust these subcommittees and validate their efforts. The council could do more work online and maybe even meet less. The council agreed to take this up in January.

C) "Consent of the instructor" and Banner.

J. Harring-Hendon agreed to look into the question of how "consent of the instructor" can be communicated to students enrolling in courses under requirements in Banner.

6) Curricular Review

The subcommittee had a few questions for J. Harring-Hendon, who agreed to get back to the council with a response

- A) How should the curricular form handle the enrollment restriction of MATH 150?
Below is the comment from the curricular review committee:

How should the following enrollment restriction be handled?

MATH-149 or consent of instructor. MATH-150 is restricted to students majoring in Early Childhood Education, Elementary Education, Bilingual/Bicultural Education, and TCP. Enrollment by permit only.

- B) What is the definition of a repeatable course? Can WLC 408 and 419 be repeatable because the content varies?
- C) Motion that the following courses be approved, some pending minor revisions, passed.

Approved:

BIO program modification, core, required courses

BIO 461 Biochemistry and Molecular Biology Methods, new

BIO 4811, 4812, 4813 Independent Investigations, 1 to 3 credits, new

ENGL 310 WIP Introduction to Composition Studies, new

Lesbian, Gay, Bisexual, Transgender and Queer Studies Minor

MATH 149 Math for Elementary Teachers I, 4 cr, new

MATH 174 Math Enrichment Workshop for College Algebra, 1 cr, new

MATH 176 Mathematics Enrichment Workshop for Trigonometry new

Women's Studies Program, title, description modification

WSP 360 Queer Theory, new

Approved pending minor changes:

ECON 377 Real Estate Economics, new

*There is no attendance policy statement

MATH 150 Math for Elementary Teachers II with Problem Solving, new

-The course description should be rewritten in 3rd person narrative and with complete sentences.

-Absence Policy – Needs clarification. It states that after two unexcused absences, there will be a deduction in the attendance grade, but under the grading scheme, there is no attendance component. Also, if there is to be an attendance component, what would the specific deduction be for more than two absences?

BIO 497 Thesis Seminar, number, title, credit hour, prerequisite

-the word “thesis” has inconsistencies with upper case and lower case; recommend consistent usage throughout

-the grading scale needs clarification; is there a rubric? Instead of the phrase “objectives listed above” it would be more clear to state “objectives outlined in the syllabus” ; the grading scale is missing (e.g. 90-100% =A).

4:05 Adjourn (P. Schroeder-Rodriguez, E. Elshafie)