Minutes of the Faculty Council on Academic Affairs
May 3, 2007

Present: Vicki Byard, Lidia Filus, Ana Gil-Garcia, Bradley Greenburg, Harry Hild, Effie Kritikos, Emmanuel Nyadroh, Steve Riess, Allen Shub, Brett Stockdill, Joaquin Villegas

Absent: Barbara Bales, Lawrence Berlin

Ex-Officio: Janice Harring-Hendon

Chair Hild called the meeting to order at 1:40 P.M

1. Approval of Minutes

   - The minutes for April 5, 2007 were approved with corrections.
   - The minutes for April 19, 2007 were approved with corrections.

2. Report from the Chair

   Harold Hild offered congratulations on behalf of the Committee to Steven Riess for receiving the Brommel Award.

   There are some curricular proposals in the pipeline that we would like to be able to approve this year. In addition, the Provost would like to discuss the Writing Intensive Task Force Report with the FCAA during the next meeting. Lastly, there is the question of the next step after the assessment of student needs at El Centro.

   It is the general consensus that another FCAA meeting should take place on May 10th.

3. Review of the Report from the Writing Intensive Task Force

   The Provost has some comments and concerns about the Writing Task Force Report. He was concerned that Part 1 allowed too much flexibility for the departments to meet the requirement, and that the focus seemed to disappear. A 300-level writing intensive course may be used as the last course before graduation and defeat the intent of the requirement.

There was a discussion of the problem, in some departments, of student mastery of sufficient content for a writing project at the 200-level. A suggestion was made that the departments consider their writing intensive courses in the context of course sequencing, and that they should be as early as feasible.

There was discussion about each department keeping the list of writing intensive programs short. The Provost expressed concern that writing intensive courses would become generic if too many courses had the label, and the committee was in general agreement with this concern.

There was discussion about the possibility that some departments, particularly the sciences, may feel the need to have a student take more than one course to meet the requirement in order for the student to have mastered enough content to use.

A class size cap was also discussed. It was agreed that a 25-student limit was generally agreed upon, but the individual department could make the case for other limits.

The committee discussed the minimum number of credit units a writing intensive course should be; the assumption has always been three.

There was concern that if the writing intensive course is called a “University” rather than “graduation” requirement as suggested by the Provost, it could be waived for some students.

It was mentioned that the strategy of the requirement’s implementation should be to make departments own it as much as possible.

5. Evaluation of the Dean

Hild asked how many had filled out the Evaluation of the Dean electronic survey, and most of the committee raised their hands. He asked the committee’s opinions on the survey, commenting that he had heard informally that faculty members had a positive response. The committee generally agreed that it was convenient because no logging-in was required, it was brief, and the content was satisfactory. The response rate was 70%, a great improvement from the previous years when a paper survey had been used.

This survey is considered a pilot. There will be evaluation of instructors, chairs, provosts, and presidents in the future if the pilot is deemed successful.

With a good response rate and general satisfaction with the instrument as well as the fact that the subjects of the survey are also asked what their priorities are as part of the survey, the University will have a credible instrument and the evaluations will become more effective.

6. Report from the Curriculum Committee

Greenburg moved that FCAA approve the following:

- CMT MDIA 165 – Broadcasting and New Media
- CMT MDIA 362 – Video Production Workshop
- CMT MDIA 364 – Writing for Media
- CMT MDIA 364A – Writing for Media: Sitcom
- CMT MDIA 377 – Gender and Media
- ZHON 191 – Honors Introduction to the Artts
- ENGL 483 – Postcolonial Literature

These curricular proposals were approved.

7. Adjournment

Stockdill (Shub 2nd) moved for adjournment.

Respectfully submitted,

Effie Kritikos
Secretary