# ACADEMIC AFFAIRS COMMITTEE MEETING MINUTES

**Name of Committee:** Academic Affairs  
**Date & Time of Meeting:** 11:00 A.M., Friday, 11/03/2017 in School of Business Conference Room

**Members Present:** Marianna Baykina, Catalina Casaru, Bryan P. Davis, Bonnie Gary, Mark Grimes (Chair), Chadwick Gugg, Julie Megginson, Yangil Park, Lynda Lee Purvis, Jayme Roseth-Penn, Brian Smith, Krista Smith, Sheryl Venable, Alexander Yemelyanov

**Guest:** Charles Huffman (Psychology and Sociology)

**Absent:** Ru Story-Huffman, Christie Ward

## 1. Call to Order

The meeting came to order at 11:03 A.M.

## 2. New Business

- Approval of October 20, 2017 CoAA minutes: Brian Smith moves to approve. Julie Megginson seconds. Motion carries.

- Brian Smith moves to approve Arts and Sciences proposals as a block (Criminal Justice; Sociology; Women, Gender, & Sexuality Studies Certificate). Julie Megginson seconds. Motion carries. Discussion follows.
  
  - PSYC 3800 Forensic Psychology -- Charles Huffman explains that the PSYC proposal is merely a renumbering from PSYC 3800 to PSYC 3850. The course is used for emajor and GSW was not provided the correct emajor course numbering. The proposal corrects that.

  Charles Huffman notes that the change of a single digit in course numbering leads to 10-some pages (course change, old course description, new course description, major and certificate curriculum sheet changes) of documentation and asks whether CoAA has considered combining forms. Discussion ensues. Bryan Davis takes the point, but indicates that a record of all course changes needs to be made. Should there be one or several different forms, such as minor change forms? Brian Smith poses the question of whether one form or many forms is a better option. What would constitute a “small” change is also discussed. For example, a one word change such as “women” or “gender” in the WGSS proposal could be an apparently small change with a large impact on the content or scope of the course, or whether a course fits in a particular field (such as Global Studies) or not.

  - SOCI 4417 Women in Society -- The proposal is to change the course title to Gender and Society, which is wider and more inclusive. The CoAA supports the change.
Brian Smith observes that if the words “in the United States” are removed in the course description, the course could encompass gender and society worldwide and be added to the Global Studies Certificate program. Charles Huffman confirms that there is no “wall” for the U.S. and that the change can be made. Brian Smith moves to amend the course description by eliminating the words “in the United States.” Chadwick Gugg seconds. Motion carries.

- Sociology Major and Minor Curriculum Sheets – No comments or discussion

- Women, Gender, & Sexuality Studies Certificate (WGSS) – It is decided to change the Effective Date from January 2018 to August 2018 and a typographical error on the numbering of SOCI 4490 needs to be corrected. Questions arise on who teaches certain classes and when they run, particularly the HIST 4900 Special Topics classes. Bryan Davis moves to table the WGSS component of the block until the first meeting in January and to pass the amended block of Arts and Sciences classes. Brian Smith seconds. Motion carries.

- School of Business Proposals -- Brian Smith moves to consider the twelve SOBA proposals as a block. Motion carries. Discussion is as follows:
  - MGNT 3390 Human Resources Law – Mark Grimes explains that the proposal changes the name to Employment Law which aligns with what other schools teaching the corresponding content call the class. The prefix change from MGNT to HRMT is also made along with a prerequisite change.
  - MGNT 3670 Introduction to Human Resources Management, MGNT 3670S (Study Abroad version of MGNT 3670), MGNT 4650 Performance Management -- All courses undergo prefix changes to HRMT and accompanying slight prerequisite changes. Lynda Lee Purvis explains that the “S” in 3670S denotes a Study Abroad experience on a transcript and that the designation and experience may carry additional weight for a potential employer. Mark Grimes notes that MGNT 3670S has only been taught once.
  - MGNT 4670 HR Staffing, MGNT 4680 Compensation Management, MGNT 4690 Labor Management Relations, MGNT 4790 Current Issues in Human Resources – Prefix changes to HRMT and prerequisite updates. MGNT 4790 has the most substantive prerequisite changes, with a requirement of three background courses in Human Resource Management being proposed. Brian Smith recommends changing this to Permission of Instructor for ease. Lynda Lee Purvis remarks that Degree Works can easily handle the multiple prerequisites (all with MGNT or the corresponding HRMT prefixes) but Banner finds this more difficult to handle correctly. Mark Grimes agrees to the recommendation.
Management Curriculum Sheets for Major and Minor – Changes reflect the proposed course prefix changes. In addition, Mark Grimes explains that there is a further minor curriculum change that alters a “take 5 classes and select 1 from the list” requirement to taking 6 designated classes, a move that adds ease and clarity to the requirements.

- SOBA block passes.

3. Old Business

- Academic Policy Sub-Committee Proposal to Change General Baccalaureate Requirement #3 -- This is a revision of the proposal originally submitted for the October 20 meeting and incorporates recommendations from that meeting. The proposal addresses the Windows to the World (W2W) requirement and seeks to clarify that all first-time, full time students (except fully online/emajor students) must complete the specified requirements. Language is adjusted for clarity and precision, with the word “seminar” adopted throughout for the W2W events. During discussion the proposal is further amended so that the words “are required to” are changed to “must” in the first sentence, “requirement” is changed to “graduation requirement” at the end of the first sentence, and “degree requirement” is changed to “graduation requirement” in the penultimate sentence. Lynda Lee Purvis motions to pass the proposal as amended. Chadwick Gugg seconds. Motion carries.

- Other Old Business – None

4. Announcements

- Announcements – Mark Grimes passes out a proposed schedule of the Spring 2018 Committee on Academic Affairs meetings (1/19, 2/16, 3/23, 4/13/2018) with the accompanying proposal due dates (1/9, 2/6, 3/6, 4/3/2018), Faculty Senate meetings (1/26, 2/23, 3/30, 4/20/2018), and the Spring General Faculty Meeting (4/27/2018).

- Reminder from Mark Grimes: The Fall General Faculty Meeting is scheduled for 10:00 A.M. on Thursday, November 30, 2017 (Reading Day).

5. Adjournment

Bonnie Gary moves to adjourn. Motion carries. Time: 12:07 P.M.

Respectfully submitted:

Chadwick Gugg
November 3, 2017