ACADEMIC AFFAIRS COMMITTEE MEETING MINUTES	
Name of Committee: ACADEMIC AFFAIRS	**Date & Time of Meeting**: 10:00 A.M., Friday, 3/01/2019, in the School of Business Conference Room

Members Present: Mark Grimes; Bonnie Gary; Catalina Casaru; Julie Megginson; Brian Smith; Tom Lorenz; Ru Story-Huffman; Evan Kutzler; Joseph Comeau; Marianna Baykina; Dongwen Qi;

Ex-Officio: Krista Smith

Absent: Queen Brown; Yangil Park; Becky Short; Suzanne Smith (Ex-Officio)

Guests: Charles Huffman; Ellen Cotter.

SGA Representatives: Katelyn Meierotto; Ashton McKinnon; Maggie McCoy

1. Call to Order	Meeting was called to order at 9:59 a.m.

2. New Business	▪ Brian Smith moves to approve the minutes of the February 7, 2019, meeting. The motion is seconded. Minutes are approved. Mark Grimes will send copies of the minutes to the library and to Academic Affairs for recordkeeping and to have the Academic Affairs website updated to store the minutes.
	
	▪ College of Arts and Sciences
	    ○ Chemistry:
	        ▪ B. Smith moves to approve revisions to CHEM 3100, "Chemical Literature." The motion is seconded. This change replaces the registration restriction from "Chemistry majors only" to "permission of the instructor required." This change achieves the spirit of the revision last meeting while adjusting for the restrictions of Banner. The motion to approve carries and the changes will be sent to the Registrar's office for filing and updates.
	
	    ○ Psychology:
	        ▪ As Chair, Grimes requests that these course revisions be considered as a block. There are no objections. B. Smith moves to approve the block: revisions to PSYC 3308, "Psychosocial Aspects of Aging" (both face-to-face and online); and PSYC 4395, "Theory and Research in Caregiving" (both face-to-face and online). The motion is seconded. The revisions add the registration restriction, "permission of the instructor required," to both PSYC 3308 and PSYC 4395. Ellen Cotter and Charles Huffman from the Department of Psychology and Sociology are present to

speak on behalf of the proposal. The purpose of this revision is to prioritize students who need this course for their degree. Students for whom these courses are not a program requirement or program-specific elective will be allowed to take the course with instructor permission as space permits. Revisions to PSYC 4395 also include the removal of PSYC 2000 as a prerequisite because the course is no longer offered. The motion to approve carries and the changes will be sent to the Registrar's office for filing and updates.

- College of Nursing and Health Sciences
  - Nursing
    As Chair, Grimes requests that these course revisions be considered as a block. There are no objections. B. Smith moves to approve the block: revisions to NURS 3120, "Nursing Informatics" (both face-to-face and online); NURS 3200, "Health Assessment" (both face-to-face and online); NURS 4905, "Practicum in Nursing." Revisions to NURS 3120 and NURS 3200 lower the lecture and credit hours by one hour. The motion is seconded. Bonnie Gary speaks on behalf of the proposal. Revisions to NURS 4905 change the course description from "Students will have the opportunity to integrate professional nursing roles and knowledge into nursing practice through guided preceptorial experiences" to "Students will have the opportunity to integrate professional nursing roles and knowledge into nursing practice through guided preceptorial experiences or cohort based experiences." The reason for this change is that it is difficult to find qualified preceptors. The motion to approve carries and the changes will be sent to the Registrar's office for filing and updates.
    - As Chair, Grimes requests that these curriculum changes be considered as a block. There are no objections. B. Smith moves to approve the block: curriculum changes to the BS in Nursing (traditional track); B.S. in Nursing (LPN to BSN track); B.S. in Nursing (RN to BSN track); B.S. in Nursing (second degree track). The motion is seconded. Changes to the B.S. in Nursing (traditional track) reflect the renumbering of MATH 2204, "Elementary Statistics," to MATH 1401 and reduce the number of major requirements from 62 to 60 hours (achieved through the credit hour reductions to NURS 3200 and NURS 4905). Revisions to the B.S. in Nursing (LPN to BSN) include the MATH 2204/1401 renumbering, the reduction of required hours, as well as a name change from B.S. in Nursing (LPN to RN

track) to B.S. in Nursing (LPN to <u>BSN</u> track). Revisions to the B.S. in Nursing (RN to BSN track) include the MATH 2204/1401 renumbering, the reduction of required hours, and a revision of NURS 3120, "Informatics" to "Nursing Informatics." Revisions to the B.S. in Nursing (second degree track) include the reduction of hours and the MATH 2204/1401 renumbering. The motion to approve carries and the changes will be sent to the faculty senate.

- School of Business Administration
    - Human Resources
        - B. Smith moves to approve changes to HRMT 4670, "HR Staffing." The motion is seconded. This revision will make the catalog description accurately reflect the content of the course. The motion to approve carries and the changes will be sent to the Registrar's office for filing and updates.

- <u>Subcommittees</u>
    - B. Smith moves to approve the policy on Building Access. The motion is seconded. Discussion focuses on the phrasing and the definition of "after hours." The policy was rewritten with the goal of providing departments with as much flexibility as possible and students with as much access as possible. The motion to approve carries and the policy on building access will be sent to the faculty senate.

    - B. Smith moves to approve the policy on faculty use of self-authored textbooks. The motion is seconded. The purpose of this new policy is to formalize a process for faculty using self-authored textbooks. The motion to approve carries and the policy on self-authored textbooks will be sent to the faculty senate.

    - B. Smith moves to approve the student overload policy. The motion is seconded. A spirited discussion ensues over the language of the new policy. One issue is that a student who takes a winter term class will reach the credit hour limit after 15 credit hours in the spring. The combination of Maymester with the summer semester raises similar issues. The SGA representatives do not believe that the limitations are excessive because they believe that few students would want to take 15 credit hours in the summer or 21 in the spring. Several committee members also strongly believe that advisors should have a formal role in determining whether a student should take overload credit hours (and it's believed that the Deans probably expect students to

discuss overloads with advisors). Some committee members express concern with the practicality of having students track down advisors, especially during times of the year when faculty are not paid to be available. After considerable discussion, B. Smith moves to amend the policy, striking two clauses: "but no more than 21 credit hours" and "but no more than 15 credit hours." The amendment is seconded. The amendment passes. The student overload policy, as amended, reads: "A student may be approved to register for more than 18 credit hours, during fall or spring semester (including Winter term), or for more than 12 hours, during summer semester (including Maymester). To qualify for overload credit hours, a student must have a GSW GPA of 3.0 or better, be within 30 hours of graduation, or be granted permission by his or her Dean. A Dean's signature will be necessary on all requests for overload hours." Discussion returns to whether advisors should have a formal role in approving an override. An advisor is contacted when a student is failing a course; however, under this policy, there is no place for advisor input *before* the student is approved for the overload. It is proposed that the Forms Committee might offer a solution: could there be some space for an advisor's "recommendation," allowing for inclusion or omission of formal input as the case may be. The motion to approve the amended student overload policy carries; however, instead of going directly to the Faculty Senate, this will be sent to Bryan Davis and Suzanne Smith for their input and the input of the university Deans.

- B. Gary moves to approve the faculty status policy. The motion is seconded. Discussion first focuses on the means of achieving the policy change. It is suggested that this policy goes beyond the current university statutes; therefore, this policy requires amending the university statutes. Discussion then turns to the necessity of the new policy. At the last meeting, as reported in the CoAA minutes, Bryan Davis differentiated between faculty "status" and faculty "rank"; however, two committee members report that Davis sent an email stating that this distinction was an error. Discussion returns to the justification for the new policy: that this change was needed to let certain members of the campus community march in graduation. It is asked why that outcome requires this new policy. Committee members continue to have considerable discomfort over the means, the necessity,

	and/or the transparency of the new policy. It is recommended that Suzanne Smith come to the April meeting to explain the policy change. The motion does not pass.
	
	    o <u>Other new Business</u>
	        ▪ There is no other new business.
	
	    o <u>Announcements</u>
	        ▪ There are no announcements.

3. Old Business	▪ None
4. Adjournment and Next Meeting	▪ Being no further business, the meeting adjourns at 11:35 a.m. ▪ The next Meeting is scheduled for April 12, 2019 at 10:00 a.m. in the School of Business Conference room.

Don't shoot the messenger,

Evan Kutzler
March 4, 2019