

Academic Affairs Committee Minutes

Date: 11/14/22, 3:30-4:30 pm, MET 208

<p><u>Present (voting members):</u> Paula Simone (<i>CTE Faculty</i>) – Chair Kiri Simning (<i>Faculty at Large</i>) Jake Agatucci (<i>Transfer Faculty</i>) Annemarie Hamlin (<i>VPAA</i>) Becky Plassmann (<i>Faculty Senate Representative</i>) Ralph Phillips (<i>CTE Faculty</i>) Julie Come (<i>Transfer Faculty</i>)</p>	<p><u>Absent (voting members):</u> Tyler Hayes (<i>Registrar</i>)</p>
<p><u>Present (non-voting members):</u> David Schappe (<i>CTE Council Representative</i>) Sarah Baron (<i>Faculty Forum Executive Committee</i>) Chloe Vogel (<i>Committee Specialist</i>) Shannon Waller (<i>Chairmoot Representative</i>)</p>	<p><u>Absent (non-voting members):</u></p> <p><u>Guests:</u> Venus Nguyen (<i>Fine Arts and Communication</i>) Ruth Fore (<i>Fine Arts and Communication</i>) Tony Russell (<i>Instructional Dean</i>)</p>

Meeting called to order at 3:30

Note: **Approval and Action items written in red.**

Unfinished Business:

1. Review Academic Affairs Committee Minutes from 10/31

Becky Plassmann motioned to approve, Jacob Agatucci 2nd, motion passed unanimously.

New Business:

1. **Informational Item:** Art is Adding an Additional Subject Code of DSGN (Design)—Venus Nguyen, *Fine Arts and Communication*
 - a. The Art Department has been working on expanding their offerings, outside of the realm of Traditional Fine Arts.
 - b. A focus right now is working in alignment with manufacturing and welding, in addition with the Universities. The ART prefix is not used for these types of courses, but rather is housed within the College of Design.
 - c. The FAC Department would like to add the DSGN prefix for courses within the proposed Design certificate program.
 - d. We would be ill prepared if we didn't utilize the DSGN prefix as common course numbering comes into play. It would also be beneficial to add "Design" to the FAC Department name.
 - e. There is a State threshold for these substantive changes— for example, assigning the prefix is a change for each credit, in addition to moving those credits to another area.
 - f. The RSC Committee tends to define a program by the prefixes assigned to courses. Will this change be an issue for RSC? This question also applies to how the Sustainability prefix is assigned within multiple departments.

Reviewed.

2. **Action Item:** Proposed Revision of Institutional Syllabus, 2nd Reading—Becky Plassmann, *Faculty Senate Representative*
 - a. Has been passed along to Annemarie Hamlin, in the VPAA Office.

Ralph Phillips motioned to approve, Annemarie Hamlin 2nd, motion passed unanimously.

3. **Action Item:** GE Outcomes Approval for Assessment, 2nd Reading—Tony Russell, *Instructional Dean*
 - a. More Institutions are using what they call Institutional Outcomes, which are separated out from the General Education Outcomes.
 - b. Nothing is changing within Curriculum, but things will change in terms of how a course gets onto the program of study list.
 - c. Many outcomes were vague enough that they were being rewritten in the rubrics, in order to clarify.
 - d. We may not need the same level of specificity as PCC and OSU.
 - e. For example, “gathering data” is not always needed in order to assess data, notably within the Science Department. The Science Department noted the importance of having broad outcomes, due to the nature of the field.
 - f. It could be useful to have a separate set of outcomes for assessment.
 - g. It would be helpful to know which outcome Math should use for assessment.
 - h. Someone is going to check in with Jessica Russell, who took this to the Curriculum Committee.
 - i. Assessment and Curriculum outcomes should be easily differentiated.

Kiri Simning motioned to approve, Becky Plassmann 2nd, motion passed unanimously.

4. **Informational Item:** Carpenter Apprenticeship Program: *Kip Morris, Apprenticeship Program Coordinator and Michael Fisher, Instructional Dean*

Tabled for more information.

Meeting adjourned at 4:30.