

Academic Affairs Committee Meeting

Thursday, November 10, 2022

10-11:30am

BDC 134

<https://csub.zoom.us/j/84286075913>

Meeting Minutes

Present: Daisy Alamillo, Janet Armentor, Andreas Gebauer (ex officio), Heidi He, Debra Jackson (ex officio), Maureen Rush, Mary Slaughter, Danielle Solano, Michael Szolowicz, John Tarjan (Chair)

Guests: Kim Flachmann, Anthony Rathburn, Miriam Vivian

1. Welcome and Introductions

John Tarjan introduced our guests.

2. Approval of the Agenda

John Tarjan proposed that we address issues that involve our guests first. There were objections from some members of the committee to the updated agenda that was sent the night before as they did not have time to review the newly added issues. A majority voted on returning to the previous agenda that was sent out on Tuesday, so the items on the newer agenda were removed (FYS for Business Majors, Minor in Public Health, Minor in Environmental Sustainability). The agenda was approved with these edits.

3. Approval of Minutes of September 13, 2022 (attached and in AAC Box folder)

The minutes were approved. **John Tarjan will forward the minutes for posting.**

4. AAC as GECCo Appeals Committee (Materials can be found in AAC Box folder.)

a. Course Prefix Change

Anthony Rathburn (from the Department of Geology) shared that his department proposed to change the prefix/number of two courses (SCI 3319 and SCI 3329 to GEOL 3318 and GEOL 3328 respectively), this was approved the NSME Curriculum Committee, then to the GE Director,

Andreas Gebauer. The request was not forwarded to GECCo because a syllabus was not submitted. Anthony Rathburn argued that these are the same courses and is requesting that Academic Affairs approve the courses without the syllabus.

Anthony Rathburn also provided background on a slightly related issue from the previous year where Geology submitted the course prefix changes, but GECCo reverted to the existing prefixes because there was no existing campus policy regarding course prefixes. Academic Affairs subsequently put forth a policy that was approved by the Senate regarding course prefix changes. Geology requested a prefix change to the courses to Academic Affairs after the course prefix change policy was approved; this was approved by the Executive Committee as Academic Affairs does not meet during the summer.

It was clarified that GECCo reports to the Academic Senate via the Academic Affairs committee. Andreas Gebauer added that the role of Academic Affairs is to ensure that GECCo adheres to proper policies, but Academic Affairs cannot approve courses or set GECCo policies.

It was also noted that Academic Operations requires a GE submission form for GE courses; Andreas Gebauer stated that the GE submission form submitted by Geology was filled out incorrectly. Dani Solano asked Andreas Gebauer if it is standard GECCo procedure to request a syllabus when course numbers are changed; he replied that this was standard policy. Maureen Rush asked about the last number changing from a 9 to an 8; Debra Jackson replied that this was because some majors are now listing this course as a major requirement, and this is Geology's response (Geology only recently learned of this requirement).

It was agreed that Anthony Rathburn will submit a syllabus and the GE submission form with corrections to Andreas Gebauer in time for the GECCo meeting next week; Andreas Gebauer will review the syllabus and form and approve or forward to GECCo if needed.

5. Potential Referrals (Materials can be found in AAC Box folder.)
 - a. GEAR Committee Structure (attached)

Kim Flachmann highlighted the issues regarding the GEAR committee. The GEAR has been in existence since 1976 in response to CSU Chancellor's Office mandate that each campus verify their students could write. Kim Flachmann inherited the position as chair of the GEAR Committee when she

became the Writing Program Coordinator. She stressed the importance of writing education and shared that only 37% of students even attempt the exam. The GWAR Committee used to report to Academic Programs, but was moved to the Office of the Provost about five years ago (although there are no available minutes recording this change).

Recently Kim Flachmann discovered that GECCo approved some courses GWAR without consulting the GWAR Committee. She is asking Academic Affairs to reconsider the location of GWAR and decide how the members would be selected. There is currently no documentation of where GWAR fits in, who it reports to, its responsibilities, or how members are selected. Kim Flachmann asked that while we are considering the issues, that GECCo be asked not to approve GWAR courses.

Andreas Gebauer pointed out that the current GECCo documentation does not mention the GWAR Committee and how it fits in. There is no documentation anywhere as to how GWAR courses should be handled.

Andreas Gebauer is on the GWAR committee; Kim Flachmann does not sit on GECCo. There is one person who sits on GECCo that has writing instruction experience (but this person does not have disciplinary training). It was generally agreed upon that some structure was required. It was also clarified that GWAR is a graduation requirement, technically not a GE requirement although many GE courses fulfill the GWAR requirement.

Debra Jackson shared a previous practice where learning community facilitators sit ex-officio on GECCo. This has been done in the past but was never made official.

We will carry this item forward on our agenda for the next meeting.

b. Proposed Change to AIMS—Removal of Skills Reinforcement in AI Courses

Miriam Vivian from the Department of History submitted a request to GECCo asking for removal of the prerequisites for the American History courses (which fulfill the AI-History requirement) due to declining enrollments. Currently, they require writing (area A2) as a prerequisite. Debra Jackson pointed out that declining enrollments may be due to attrition rates.

Miriam Vivian pointed out that Bakersfield College doesn't require any prerequisites for the equivalent course. Students get credit for this course

based on our transfer articulation agreements. Andreas Gebauer as GECCo director can approve changing a pre-req to a co-req, but removing the writing requirement entirely requires a formal change in GECCo policy. Andreas Gebauer shared that assessment shows that the current design of the AIMS program is showing that the structure works.

We decided to ask the Department of History to consider if changing the writing pre-requisite to a co-requisite will work. If that works for their department, they will submit that request to GECCo. If the department decides they need the removal of the pre-requisite, they will return to Academic Affairs to discuss the issue further and determine if a change to the AIMS program is required.

c. Communication Across Schools When Changing Curricula

We did not get to this.

6. Announcements/Reports a. GECCo (Andreas)

We did not get to this.

7. Open Forum

We did not have any open forum items.

8. Adjournment

We adjourned at 11:19 am.