

Academic Affairs Committee Meeting

Thursday, January 26, 2023

10-11:30am

BDC 134

<https://csub.zoom.us/j/82261153853>

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)

Meeting Minutes

1. Welcome and Introductions
2. Approval of the Agenda

We approved the agenda.

3. Approval of Minutes of November 17, 2022 (attached and in AAC Box folder)

We approved the minutes. **John Tarjan will write the report and forward it on for posting.**

4. Potential Resolutions (Materials can be found in AAC Box folder.)
 - a. Minor in Environmental Sustainability (awaiting clarification from department)

John Tarjan reported that our questions were sent, and we are still awaiting answers to our questions.

- b. GVAR Committee Structure

Mary Slaughter sent a draft resolution via email around on November 21st. There were some follow-up emails sent around.

This issue was listed as a “Potential Referrals” and there was some confusion as to whether we had a referral or not. John Tarjan confirmed that we did in fact have a formal referral. **John Tarjan will clarify this in future agendas and instead list these as “Potential Resolutions”.**

There was extensive discussion about the role of the GWAR committee and its composition. Some issues debated were the importance of GWAR in terms of other GE areas and its role with relation to GECCo. Many committee members agreed that writing was very important; Janet Armentor pointed out that GWAR is unique because of the challenge exam (previously there was a GWAR test, but with the change in requirements at the system level, there is now instead a challenge exam to test out of ENGL 3109 which fulfills the GWAR requirement).

Debra Jackson summarized the values expressed by the discussion: (1) that the GE Program is owned by all faculty and (2) that there is disciplinary expertise required for some areas (i.e., not all faculty are able to teach all requirements). She pointed out that because GECCo currently consists of two representatives from each school, there is not necessarily expertise from each of the foundational areas. Debra Jackson suggested revising the composition of GECCo so there would be one faculty member from each school and then one from each foundational area, although some committee members did not think this would address the issue. Dani Solano suggested an ex officio representative from the GWAR committee on GECCo that identify issues that require consultation from the full GWAR committee.

John Tarjan mentioned that we need to decide if committee members will be appointed or elected. Currently the GWAR committee consists of faculty members teaching a GWAR course to be part of the GWAR committee; John Tarjan suggested that we may want to consider having some representatives on the committee that don't teach GWAR courses.

Debra Jackson asked that, if we decide GWAR reports to Academic Programs directly, we need to clarify how information flow will occur. (Currently Academic Programs does not have any information on the GWAR committee.)

John Tarjan said we also need to clarify in how GWAR courses are approved. Currently Academic Operations does not approve GE courses without the GE Director's approval. Andreas Gebauer also brought up the issue of course substitutions. Currently, he forwards any GWAR substitutions to Kim Flachmann, but he would like to see this process codified.

John Tarjan highlighted the possible options: (1) separating the GWAR committee, (2) having GWAR as an advisory committee to GEECo, or (3) delegating course approval to the GWAR committee. Debra Jackson pointed out that an additional committee approval may impact the catalog approval

process. **Mary Slaughter will update the current draft resolution and forward to the committee.**

- c. Academic Probation Terminology Change (attached, other materials in Box)

Dani Solano forwarded this request to the Senate on behalf of the Student Success Analytics team from Fall 2022. “Academic Probation” has a negative connotation and there have been reports from universities using the term “Academic Notice” that these students are more likely to be retained. Daisy Alamillo agreed that there was a negative connotation associated with “Academic Probation”, particularly amongst first-generation students. There was general agreement that we should draft a resolution in support of this terminology change. **Dani Solano will draft a resolution; John Tarjan will forward it to AS&SS.**

- 5. AAC as Interschool Curriculum Committee (in Box folder)
 - a. GST 2230

Debra Jackson was approached by Crystal Montoya about this course. GST 2230 is proposed as a 1-unit credit/no-credit course for peer mentors. There is already a peer mentor course on the books, but it is specifically for health education, so a new course is needed. It will be taught by staff in the Student Affairs program. We approved the course. **John Tarjan will forward the course approval to Debra Jackson’s office.**

- 6. Continuing Discussion
 - a. Communication Across Schools When Changing Curricula

We discussed what happens when change the composition of a course that is used for a major/minor.

Debra Jackson pointed out that when a new course is proposed, consultation occurs. So, in a similar manner, programs that change courses should notify courses of that change. The issue is keeping track of majors/minors that use these courses.

Andreas Gebauer gave the example of CHEM 2200 which many Kinesiology students take; the Department of Chemistry & Biochemistry was never asked about the appropriateness of this course for kinesiology students. Maureen Rush suggested that curriculum committees send out an email to all faculty when courses are changed. Debra Jackson asked if this was appropriate to

add to the course catalog, but we were not sure if this would be practical. We will brainstorm ideas and discuss again at a future meeting.

7. Announcements/Reports

- a. Pending Referral on Definitions of Concentration and Emphasis and Their Implementation (John)

We don't have a formal referral, but John expects that will come this semester.

- b. GECCo (Andreas)

Andreas Gebauer reported that GECCo's first meeting of the spring semester is tomorrow.

8. Open Forum

We did not get to this.

9. Adjournment

We adjourned the meeting at 11:22am.