

Academic Affairs Committee Meeting

Thursday, February 23, 2023

10-11:30am

BDC 134

<https://csub.zoom.us/j/89589189413>

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

1. Welcome and Introductions
2. Approval of the Agenda

We approved the agenda after moving item 5b to item 5a.

3. Approval of Minutes February 9, 2023 (attached and in AAC Box folder)

We approved the minutes.

4. Announcements/Reports

John Tarjan reported may be a little while before we get our minutes updated on the website due to administrative issues.

5. Potential Resolutions for the Senate (Materials can be found in AAC Box folder.)
 - a. GVAR Committee Structure (draft resolution attached and in Box folder)

John Tarjan did a quick recap of the current draft resolution.

Andreas Gebauer suggested that we add more specifics regarding the two bullet points on approval. He also recommended a timeline (how long GVAR should have to reply to approval requests) and clarifying the submission structure. He also pointed out that SSE was excluded from being on the committee because the guidelines requiring GVAR committee members to teach a GVAR course.

Maureen Rush pointed out that we may need to add clarification regarding how GECCo works with a subcommittee. We added a line to clarify that the GWAR committee was subject to existing GECCo submission and review procedures and timelines.

Andreas Gebauer suggested that we change the appeal process to go first to GECCo, then to AAC. We discussed this and decided that GWAR was redundant with GECCo as it is a subcommittee of GECCo. Maureen suggested clarifying that these are the same procedures as other GE courses so we added wording to reflect that.

Dani Solano asked if we need to add something about the challenge exams for GWAR courses to the list of responsibilities. Andreas Gebauer replied that these are now handled by departments.

We discussed the responsibilities of the GE Committee Chair and decided that we should instead add approval of course substitutions to list of the responsibilities of the GWAR committee, and they could delegate to the GWAR chair as needed.

There was some argument about the composition of the GWAR Committee. We discussed whether representation from each school was more important, or it was more important for them to be GWAR instructors. We debated adding a written communication reinforcement instructor when a GWAR instructor is not available. We also discussed changing the wording to make it open to faculty who have recent experience teaching GWAR courses. We will continue working on this resolution at our next meeting.

b. Minor in Environmental Sustainability (awaiting clarification from department)

We have not received a response yet.

c. Referral on Definitions of Concentration and Emphasis and Their Implementation (attached and in Box folder)

The referral asks us to look at the definition of “Concentration” and “Emphasis” and determine if we are consistently using the appropriate terms in reporting as compared to other CSU campuses.

Debra Jackson reported that the Chancellor's Office Policy requires the core of emphasis, concentration, or options to share half of its units with the parent degree program. She has been soliciting feedback from other campuses and will bring that to the committee for us to review. Debra Jackson stressed that IPRA is having issues with reporting, so it is critical to address this issue soon. She needs to request subplan codes from the Chancellor's Office but can't do this until we have defined these.

John Tarjan liked the idea of defining it based on number of units. Other committee members supported this definition. There was some discussion on the difference between a concentration and a minor. Daisy Alamillo noted she had to take 6 courses for her concentration, which is more courses than required for a minor. Also several committee members pointed out that a minor is outside the discipline.

6. Continuing Discussion

a. Communication Across Schools When Changing Curricula

We did not get to this.

7. Open Forum

We did not get to this.

8. Adjournment

We adjourned the meeting at 11:31am.