

# Academic Affairs Committee Meeting

Thursday, March 9, 2023

10-11:30am

BDC 134

<https://csub.zoom.us/j/84996380283>

## 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:** Fran Horvath (10-10:45), Albert Biscarra (10-10:45), Kim Flachmann (10:45-11:30)

### 1. Welcome and Introductions

We met with the WSCUC team (Fran Horvath and Albert Biscarra) for the first 45 minutes. They shared a confidential email ([csub@wscuc.org](mailto:csub@wscuc.org)) that we can use today until noon if we have anything additional we want to share with the WSCUC team. They asked us about the role of the committee, examples of issues the committee addresses, assessment, changes to the program review process, faculty morale, the role of IRPA in assessment, and if there was anything else we wanted to share.

### 2. Approval of the Agenda

We approved the agenda after adding the “Discontinuation of the Master of Science in Administration” as item 5d.

### 3. Approval of Minutes February 23, 2023 (attached and in AAC Box folder)

We approved the minutes. **John Tarjan will submit the minutes for posting and write the report for submission to the Senate.**

### 4. Announcements/Reports

There were none.

### 5. Potential Resolutions for the Senate (Materials can be found in AAC Box folder.)

- a. Minor in Environmental Sustainability (awaiting clarification from department)

We are still waiting for a response from the department to our questions.

- b. GWAR Committee Structure (draft resolution in Box folder)

We made/approved edits to the current draft resolution, including the rationale and the composition of the committee. The draft resolution was approved, although Andreas Gebauer noted that neither he nor GECCo noted that they did not approve of the resolution. **John Tarjan will forward the resolution for a first reading at Senate.**

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

We skipped this.

- d. Discontinuation of the Master of Science in Administration (forthcoming)

Debra Jackson briefly introduced the issue. The Master of Science in Administration program is not doing well, and the current director is asking for discontinuation. The program is suffering from low enrollment, does not address current workforce needs, and no longer meets curricular needs. The last group of admitted students is planned for Summer 2023. Those students will be taught out and be advised that they must complete their degree in two years, then the program will cease. The program is also asking to refrain from completing their program review if discontinuation is approved. **John Tarjan will draft a resolution and circulate the resolution for approval via email.**

## 6. Continuing Discussion

- a. Communication Across Schools When Changing Curricula

We did not get to this.

## 7. Open Forum

There were no open forum items.

## 8. Adjournment

We adjourned the meeting at 11:30 am.