

## COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall

November 5, 2008

2:00 – 4:00 PM

### ATTENDANCE

#### Faculty:

- ✓ Dr. Lawrence A. Baum (Political Science)
- Dr. Neelima M. Bendapudi (Marketing and Logistics)
- ✓ Dr. James W. Cogdell (Mathematics)
- Dr. Kathryn A. Corl (Germanic Languages and Literatures)
- ✓ Dr. Marcia E. Farr (Teaching and Learning)
- ✓ Dr. Jay S. Hobgood (Geography)
- Dr. Michael Ibba (Microbiology)
- Dr. Daniel A. Mendelsohn (Mechanical Engineering)
- ✓ Dr. Sally V. Rudmann (Allied Medical Professions)
- ✓ Dr. Robert J. Ward (Music)

#### Students:

- ✓ Mr. Robert D. Calhoun (CGS, History of Art)
- Mr. Bradley L. Cromes (IPC, Law)
- ✓ Ms. Sarah K. Douglas (CGS, History)
- ✓ Mr. Benjamin T. Reinke (USG, Physcs)
- Mr. Jonathan H. Seok (USG, Political Science)

#### Administrators:

- ✓ Dr. W. Randy Smith, (Academic Affairs, Geography), Vice Chair

#### Guests:

- Dr. Alexis C. Collier (Associate Provost; Professor, Psychology)
- Mr. John E. Dickhaut (Office of the University Registrar)
- Dr. Kathleen M. Hallihan (ASC Curriculum and Assessment Office)
- Mr. David E. Roy (Director, Enrollment Services)
- Dr. John D. Wanzer (Assistant Provost)

### COMMENTS FROM THE VICE CHAIR — PROFESSOR W. RANDY SMITH

Randy Smith reported that a centers review template is being drafted based on current rules/guidelines.

Tim Gerber is chairing the ad-hoc committee on calendar conversion. Faculty Leadership is in the process of identifying people. The ad-hoc committee will submit its recommendation by March 1, 2009. If the University Senate approves converting to semesters, a new implementation committee will be formed to move forward. Smith further updated the council on calendar

conversion efforts at Ohio University and Wright State University. Not all institutions in Ohio are following same semester format.

Smith also reported that he and Alexis Collier attended a two-day meeting of 15 CIC and other research institutions to discuss institutional assessment and general education and majors assessment. Topics that were discussed include: institutions need to allow departments to talk to other similar departments within disciplines; the possibility of institutions hosting disciplinary discussions; consistent conversation about engaging faculty at all levels and how to present process and results to public and in terms of accountability issues. Assessment processes will be further embedded and encouraged in programmatic proposals.

Smith reported that he serves as the Office of Academic Affairs liaison to two task forces on doctoral review—environmental sciences and life sciences.

## **DISCUSSION OF SYLLABUS STANDARDS**

The council discussed syllabus variation and templates in the Arts and Sciences and other colleges. Some faculty members were not in favor of requiring a syllabus to look a certain way. The council discussed the difference between having a template for vetting purposes versus defining how a syllabus should look. Some faculty members found it helpful to have such guidelines and thought it made syllabi better. Students thought that minimum review expectations were a good idea but not a strict template for syllabi because of the way courses change from offering to offering.

Smith noted that the council has never gotten into micromanagement of syllabi due to great variability of courses. When reviewing creation of the general education curriculum, topics were asked for but the implementation of operational syllabi was left to departmental oversight. However, in conversion process, many courses will come back up through system and there would be an opportunity to create a set of minimal expectations for colleges/department. The council will continue consideration of this topic

As the council thinks about moving towards defining the purpose of a major/minor, the council has the opportunity to focus on what students should achieve (learning objectives) not only for programs but also for courses, regardless of how individual instructors get there.

Historically the council has looked at what a unit is trying to achieve in a major both in general but also through the individual courses within proposals. There is some concern about micromanagement by the council, but recognition that occasional attention should be focused on courses if there are glaring gaps at the course level.

One suggestion is to consider expectations of learning objectives and how courses would fulfill those. This is likely to become a topic considered by the council after the results of the ad-hoc committee on calendar conversion are public because of the growing attention to accountability.

**PROPOSALS FROM SUBCOMMITTEE D – PROFESSORS DANIEL A. MENDELSON AND W. RANDY SMITH**

- **Proposal to revise the Professional Golf Management major**
- **Proposal to revise the Biostatistics graduate program**
- **Animal Nutrition minor**
- **Off-campus Masters of Social Work**
- **Revision to Masters of Occupational Therapy**

**ANNOUNCEMENTS**

None.

Respectfully submitted,

W. Randy Smith  
J. Briggs Cormier  
Kathleen M. Hallihan