

# COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall

October 6, 2010

3:00 PM – 5:00 PM

## MINUTES

### ATTENDANCE

#### Faculty:

- |   |   |
|---|---|
| ✓Dr. Leslie Alexander (History)                               | ✓Dr. Ashok Krishnamurthy (Engineering)        |
| Dr. Marilyn J. Blackwell (Germanic Languages and Literatures) | Dr. Barbara Polivka (Nursing)                 |
| ✓Dr. James W. Cogdell (Mathematics)                           | ✓Dr. Robert J. Ward (Music)                   |
| ✓Dr. John Fellingham (Business)                               | ✓Dr. John W. Wilkins (Physics)                |
| ✓Dr. Jay S. Hobgood (Geography)                               | ✓Dr. Kay N. Wolf (Allied Medical Professions) |

#### Students:

- |  |  |
|--|--|
| ✓Mr. Niraj Antani (USG, Political Science) | ✓Ms. Sarah Lang, CGS (Education and Human Ecology) |
| ✓Ms. Sarah K. Douglas (CGS, History)       | ✓John Tannous, USG (John Glenn School)             |

#### Administrators:

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

#### Guests:

- |   |  |
|---|--|
| Dr. Dave Andereck (Natural and Mathematical Sciences)     | Dr. Linda Martin (Food, Agricultural and Environmental Sciences)         |
| Dr. Alexis C. Collier (Associate Provost)                 | Dr. John Wenzel (Natural and Mathematical Sciences)                      |
| Ms. Andrea Bour (Office of the University Registrar)      | Dr. Adam Wagner (Social and Behavioral Sciences)                         |
| Dr. Terry Gustafson (Arts and Sciences)                   | Dr. Henry Zerby (Food, Agricultural and Environmental Sciences)          |
| Dr. Christopher Hadad (Natural and Mathematical Sciences) | Dr. Bernadette Vankeerbergen (Curriculum Coordinator, Arts and Sciences) |
| Dr. Deborah Larsen (Medicine)                             | Dr. Valerie Williams (Arts and Sciences)                                 |
| Dr. Bill Liddle (Social and Behavioral Sciences)          |  |

The Council came to order at 3:04 PM.

## **APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 8, 2010**

Cogdell moved approval of the Minutes of the September 8, 2010 meeting; the motion was seconded by Hobgood and approved unanimously.

## **WELCOME AND INTRODUCTION OF NEW MEMBERS**

- Cogdell, who will chair the meetings this year, welcomed everyone and asked them to introduce themselves.

## **REPORT FROM THE CO-CHAIR — PROFESSOR JAY S. HOBGOOD**

- Five proposals completed by this Council will be in the University Senate Meeting Agenda on October 7, 2010:
  - Creation of the Department of Plastic Surgery
  - Establishment of an Education Specialist Degree in Teaching and Learning
  - The Name Change for Women's Studies and all its programs
  - Establishment of a Tagged Master's Degree in Plant Health Management
  - Establishment of a Clinical/Practitioner Track in the School of Communication
- Hobgood will attend the Arts and Sciences Committee and Curriculum Instruction (CCI) meeting on October 15, 2010 and discuss how the Council will handle the semester conversion proposals.

## **REPORT FROM THE VICE CHAIR — PROFESSOR W. RANDY SMITH**

- For all of those who are joining the Council for first time as full members, and for those joining for the semester conversion, there have been two orientation sessions held recently. During these sessions Council duties, responsibilities, methods of conduct, and organizational practices were outlined.
- Smith attended the new faculty orientation program September 14-15, 2010. Almost one hundred new faculty participated. They are interested curriculum change and particularly what semester conversion means for them.
- A set of units is currently completing program review: School of Earth Sciences; Department of Physiology, Knowlton School of Architecture; Department of Integrated System Engineering, Four programs will have reaccreditation visits this Quarter: Social Work; PharmD; City and Regional Planning Program; and the Doctor of Nursing Practice.

- Representatives from units that have clinical track faculty will be invited to the next Council meeting to provide an update of the status of those positions. Included will be: Law, Engineering, Business, and Social and Behavioral Sciences.
- The Student Evaluation Instruction (SEI) needs a faculty representative from this Council. Volunteers are welcome.

#### **SUBCOMMITTEE ASSIGNMENTS — PROFESSOR JAMES W. COGDELL**

- Subcommittee (A, B or C) assignments were reviewed.
- With the exception of the following two proposals for a new Department of Microbial Infection and Immunity; a new Masters of Mathematical Sciences degree program; and a new center we do not expect many new proposals other than those directly related to the semester conversion.

#### **QUARTER TO SEMESTER UPDATES — PROFESSOR W. RANDY SMITH**

- as noted at recent meetings, among the major conversion issues completed to date are:
  - the pledge to students;
  - General Education review;
  - the timeline and calendar for proposal submission by colleges;
  - the templates for program and course proposal submissions;
  - A new course numbering system - from from three to four digits;
  - the new weekly calendar will include classes based on 55 minutes rather than 48 minutes, and a 15 minutes break.
- the PharmD program was used as a pilot during the course and program approval process and was reviewed by the full council. Each Council subcommittee will now work with about four to five colleges during the review/approval process.
- Visits to all regional campuses for town hall meetings have been completed.
- Communication with students will intensify in different formats this year.
- University rules and policies will be reviewed and changed to reflect the change to semester based calendar. These rules will need to be approved by the University Senate.
- This year, academic support topics need to be identified and addressed. They include: advising, student life, instructional technology (IT), and space issues. A list of those issues is now being compiled.

- On October 25, 2010 the University will host a Semester Summit at the Ohio Union, for all Ohio institutions currently going through the conversion. The list of speakers include the President Gee, Chancellor Eric Fingerhut, University System of Ohio, Dr. Peter Zetterberg, University of Minnesota (led semester conversion 1995-2000), Dr. Andrew Jorgensen, University of Toledo (led semester conversion 1995-1997), and Dr. Paula Compton, Associate Vice Chancellor for Articulation and Transfer-Ohio Board of Regents.

Smith noted that members of the Council will be invited to a dinner Provost Alutto following a forthcoming Council meeting.

**The meeting adjourned at 3:45 PM. The Council split into Subcommittees A, B and C to discuss semester conversion topics.**

Respectfully submitted,

W. Randy Smith  
Liana Crisan-Vandeborne