

# **Academic Affairs Meeting Minutes**

## **Monday, April 1, 2024 at 4:00pm**

### **In-person, Memorial Union – Lincoln Room**

Attendees: Deborah Altus (chair), Beth O'Neill (ex-officio), Karen Camarda, Sarah Holt, Dion Harnowo, Kara Kendall-Morwick, Tonya Ricklefs, Lara Rivera, Barbara Scofield.

Guests: Kelly Erby, Stephanie Lanning, Michelle Shipley

The meeting was called to order by Deborah Altus at 4:02pm.

- I. Approvals
  - a. Minutes from the Academic Affairs meeting held on Monday, March 18, 2024, were presented.
    - i. A motion for approval was made by Kara Kendall-Morwick and seconded by Barbara Scofield.
    - ii. The motion was passed unanimously.
  
- II. Action Items
  - a. New Program: Bachelor of General Studies
    - i. A motion for discussion was made by Kara Kendall-Morwick and seconded by Barbara Scofield.
      1. Kelly Erby provided a summary of the program.
      2. Tonya Ricklefs asked about how advising would happen for the degree.
        - a. Kelly Erby mentioned that advisors would steer students to other programs than the BGS when it made sense with their career goals and prior coursework.
        - b. Deborah Altus suggested that to codify the intent of the advising process that the following be added to the fourth paragraph, last sentence on the cover sheet – *"and will consult annually with advisors in other academic units to stay abreast of requirements other academic degree programs."*
        - c. Kelly Erby agreed to add a statement to this effect to the cover sheet before sending to Faculty Senate.
      3. Tonya Ricklefs and Deborah Altus both had questions about the proposed catalog language for the BGS that *"...encourages students to seek college credit for nontraditional prior learning experiences by contacting the Center for Prior Learning"*.
        - a. Kelly Erby and the committee discussed the intent of the statement, how it could impact the students, advising, and other programs.
        - b. There was concern that this would encourage students to go to Center for Prior Learning across all degrees when it might not be in their best interests and that individual advising might be the best way to discuss getting credit for prior learning. It was noted that Prior Learning information was readily available in the catalog and on the website. Also, that the exams were not considered "easy".
        - c. To address concerns, Kara Kendall-Morwick suggested that the word "encourages" could be replaced with "students may seek...".
        - d. Beth O'Neill noted that the catalog language being discussed was not part of the degree requirements and therefore was not part of the motion under consideration.

- e. Even though the motion did not require amending to make the suggested change, Kelly Erby said she would adjust the language on the cover sheet suggested by Kara Kendall-Morwick before sending to Faculty Senate.
    - 4. Tonya Ricklefs noted that she had heard concerns about small programs losing students to this program. Kelly Erby responded that all areas of CAS had lengthy discussions regarding this program and ultimately wanted to provide a very flexible program option for non-traditional students. There was a question about upper-division English, and Kelly noted that there were several EN 3XX options in the program.
    - 5. The motion was approved unanimously.
  - b. New Program: Skilled Trades, AAS
    - i. A motion for discussion was made by Kara Kendall-Morwick and seconded by Tonya Ricklefs.
    - ii. The committee discussed.
    - iii. The motion was approved unanimously.
  - c. New Program: Family & Human Services – Early Childhood Professional, AAS
    - i. A motion for discussion was made by Lara Rivera and seconded by Kara Kendall-Morwick.
    - ii. Deborah Altus provided an overview of the program changes.
    - iii. The motion was approved unanimously.
  - d. Program Inactivation: Family & Human Services – Early Childhood Professional, AA
    - i. A motion for discussion was made by Kara Kendall-Morwick and seconded by Tonya Ricklefs.
    - ii. Deborah Altus provided an overview of the program changes.
    - iii. The motion was approved unanimously.
  - e. Existing Programs – Spanish (addition of minor requirement)
    - i. A motion for discussion was made by Kara Kendall-Morwick and seconded by Karen Camarda.
    - ii. The committee discussed.
    - iii. The motion was approved unanimously.
  - f. Existing Programs – French (addition of minor requirement)
    - i. A motion for discussion was made by Lara Rivera and seconded by Kara Kendall-Morwick.
    - ii. The committee discussed.
    - iii. The motion was approved unanimously.
- III. Deborah Altus noted that next Academic Affairs meeting was scheduled for Monday, April 15. She noted that there were no other curriculum proposals in workflow that could make it to the Academic Affairs Committee in time for the next (4/15) meeting. The 4/15 meeting could be cancelled unless Faculty Senate requests items to be discussed by this committee in their April 8<sup>th</sup> meeting. This committee will be updated on 4/9. Deborah noted that the last item this committee would need to consider would be the approval of the 4/1 meeting minutes, which could be done via email.
- IV. There being no further business to discuss, a motion was made by Kara Kendall-Morwick and seconded by Lara Rivera to conclude the meeting at 4:40 pm. Minutes taken by Holly Broxterman.