

**Academic Affairs Committee
December 3, 2010
Meeting Notes**

Committee members in attendance:

Kathy Menzie (chair)
Mary Sheldon
Cal Melick
Linda Croucher
Paul Byrne
Becky Dodge
Kandi Ockree

Guests:

Rick Ellis, Community Service and Civic Engagement

The meeting was called to order by Kathy Menzie.

I. Proposed New Courses for Community service

Rick Ellis, Director of the Center for Community Service and Civic Engagement, was present to answer questions about the proposed new courses.

The three new proposed courses are:

IS 250 – Community Service and Transformational Experience I – Associating (1 credit)

IS 350 – Community Service and Transformational Experience II – Service and Giving (1 credit)

IS 351 – Community Service and Transformational Experience II – Leading (1 credit)

After reviewing the course proposals, the committee discussed their concerns, as follows:

IS 250, 350 and 351: A slight change in the wording of number 4 on page 2 was recommended for all three proposals

IS 350 & 351: The committee recommended adding a prerequisite requirement to these two courses. Those students who had currently met the required criteria could be allowed to take the next course with the consent of the instructor.

Action: The motion was made and carried to approve all three courses (with the recommended changes) to the Faculty Senate.

II. Minutes from 11.15.10

Action: The motion was made and carried that the minutes be approved as written.

III. Next meeting

The committee agreed to meet as follows:

- **Friday, Dec 10th** at 1 pm in the Baker Room (this will be a brief meeting)
- **Thursday, January 20th** at 3:30 in the Baker Room

Kathy Menzie volunteered to contact the School of Nursing regarding proxy representatives when the assigned nursing representatives are not able to attend committee meetings. The committee agreed the input from nursing is valuable in the decision making process.

IV. Feb 4th presentation for Faculty Development

The committee discussed the presentation for Feb 4th, which will include a discussion of the wiki survey results with some potential work on designing a core.

The committee will work on developing some of these areas further before the January 20th meeting and will add any additional questions, etc. for discussion at that time.

Meeting adjourned.