

**Academic Affairs Committee Meeting  
January 23, 2012  
Meeting Notes**

Committee members in attendance

Becky Dodge  
Cal Melick  
Kanalís Ockree  
Randy Pembroke (ex officio)  
Mary Sheldon  
Vickie Kelly  
Paul Byrne  
Shaun Schmidt

Guests

Kelly McClendon, International Programs  
Rick Ellis, Community Service/LinC  
Kristine Hart, Community Service/LinC

The meeting was called to order by the Chair, Kandy Ockree.

**I. Minutes for November 7, 2011**

The minutes were sent to the committee prior to the meeting for review. The minutes were approved as written and will be forwarded to Faculty Senate.

**II. Regular time set for committee meetings**

After discussion, the committee agreed to meet the second Monday of each month from 1- 2 pm. These meetings will be scheduled as soon as possible and the information will be sent out to the committee members.

**III. Civic Engagement Course Proposals**

Civic Engagement submitted three proposals for review and approval. Rick Ellis and Kristine Hart were in attendance to answer questions about the proposals.

**A. Minor for Civic Engagement – Poverty Studies**

Rick Ellis explained the proposed minor includes academic and experiential components and is targeted toward students in the Americorp/Bonner project. However, it will not be limited to these students. Additional courses for this minor would come from courses already in place and would be taken from a list of courses provided, which was incomplete at the time of this meeting.

Dr. Ellis said he thought the minor could attract new students because Washburn would be the only school in the state providing academic course work related to poverty. However, he had no specific plan to promote this program outside the University at this time.

#### **B. IS200 Civic Engagement Poverty Studies (Introduction to Civic Engagement)**

The committee asked if the proposed courses repeated anything already taught on campus, specifically in the areas of sociology, social work, etc. Dr. Ellis said he had discussed this program at length with these and other departments and concluded that the courses did not repeat what he was proposing for IS200 and IS401.

#### **C. IS401 Civic Engagement poverty Studies-Capstone**

When asked how capstone project would be created, Rick Ellis explained that it could be done in a group or individual basis. Students would work with organizations to compile information, research solutions, become advocates, assist with proposals, etc. Dr. Ellis also provided some examples of previous student projects.

The committee asked about how grades were given. After discussion, the committee recommended clarifying the statement about how final grades are assigned.

#### **Committee Action:**

To avoid any confusion, the committee voted to table their decision on all three items until the following information has been provided:

- Return with amended changes to elective course list.
- Complete the form for Faculty Senate, which Vickie Kelly will send this form to Rick Ellis
- Clarify grading criteria and assignment.
- Rational for offering IS200/252.

#### **IV. IE200- Intensive English Course Credit Proposal**

Kelly McClendon was present at the meeting to answer questions. She explained to the committee the need to provide general elective credit for the Intensive English course. She compared it to the upper division modern language courses and said it was important to recognize the work it required. Other universities are providing credit for this course (e.g., KU and KState). She said she felt it was important to offer credit to retain students at

Washburn (i.e., if students can't get credit here they will go somewhere else for the same class).

All International students are required to take this course if they don't meet certain proficiency levels for language. A 2.0 grade is required and language proficiency guidelines for advance courses are followed for these classes.

There was some question as to how to restrict students from taking this course as an "easy A." After some discussion, the committee recommended adding to the course description "prerequisite IE100 or instructor permission."

The committee also recommended Kelly research how other universities are handling this for students who want to take the course but are not international exchange students. Dr. Pembroke also recommended Kelly discuss this issue with Carol Vogel.

**Committee Action:**

The committee voted to table their decision on this proposal until the following information has been provided:

- Provide a course syllabus
- Vickie Kelly will send Kelly the Faculty Senate form to be completed.
- The committee recommended that letters of support from Modern Languages and English be available or that the chairs from these departments are asked to be present at the Faculty Senate meeting when this proposal is presented.

The meeting was adjourned.

**Meeting Schedule:**

Monday, February 13, 2012. 1- 2 pm, Baker Room

Monday, March 12, 2012, 1-2 pm, Baker Room

Monday, April 9, 2012, 1- 2 pm, Baker Room

Monday, May 14, 2012, 1-2 pm, Baker Room