

Meeting of the Academic Affairs Committee
December 2, 2019

Excused Absences

Ed Cancio
Ron Opp

Present

Marcella Kehus
Lisa Kovach
Becky Schneider
Berhane Teclehaimot
Randy Vesely
Richard Welsch

Meeting began at 11:15AM

Old Business

- Minutes from the meeting of October 14th were approved.

New Business

- **Review CI 6200**
 - Marcella noted there is no schedule. Becky stated that Grad Council is reviewing more stringently looking for SLOs, content, and a schedule. In addition, there needs to be a syllabus for every course.
 - Noted the need for a schedule in addition to entering the syllabus into the new system because the process moves quicker via the new system.
 - Marcella will send us an electronic vote via email once the course is entered.
- **Review CIEC 4850**
 - Lisa would like to know what approaches to behavior management are being used. In addition, it is key for the committee to understand how this course differs from EDP-3200 and EDP-3210.
- **Review CIEC Early Childhood Program Modification**
 - Lisa will send syllabi from EDP-3200 and EDP-3210 and request the information from Kate toward possibly approving the course and program changes prior to the February 2020 meeting. If there are no redundancies, the course will be formally approved. As it stands, the course and program

changes for CIEC are approved *contingent upon* sufficient information on preventing redundancy. If all is not addressed, Marcella will invite Kate to the next Academic Affairs meeting to discuss and the vote will take place in February 2020.

- The committee also recommends the program change minimum number of credit hours for completion from 130 to 128.
- **Review C & I Program Proposal**
 - Approved pending the addition of program outcomes on the documentation for Grad Council
- **Potential Presentation at Faculty Meeting**

Marcella discussed having a sharing information, during the academic affairs report, regarding program and/or course curricular proposals due to the updated system and due to missing information in previous proposals. It is key that changes match the provost Office guidelines that are currently available on the UT site. Lisa suggested we also provide a summary document/checklist at the meeting and post it to the JHCOE site. Marcella suggested, and it was agreed upon, that the information be available on the Academic Affairs page.