

Academic Affairs Committee
Monday, November 17, 2008
3:45-5:15PM
Frost Academic Commons

MINUTES

Present: Liz Ahl, Eric Hoffman, Annette Holba, Deb Tobine, Gene Fahey, David Zehr, Linda Levy, Dick Hage, Robin DeRosa, Mark Fischler, Gene Martin, Aditi Grover (New Faculty Observer), Kyle Mallinger, Stephanie Halter (S. Coykendall Sabbatical replacement)

Excused: Sam Miller

Guests: Julie Bernier, Provost, Nancy Bechart, Dean of the Frost School

- I. Approved October 20th meeting minutes
- II. Old Business
 - a. Various “levels” of violations in Academic Integrity Policy
 - i. Liz has forwarded this issue as a discussion item at the Council of Chairs. Stay tuned.
 - b. Leave-of-absence policy
 - i. David shared the discussion that happened with the Holmes Group; how to the leave/come back smoothly, how to keep the students connected, he will bring more information to Academic Affairs as it develops
 - c. Courses that students take/plan to take when studying abroad
 - i. Liz met with Julie who suggested that we invite someone from Bagley to help us understand how courses get approved for study abroad. Liz will talk with someone at Bagley and report back to Academic Affairs
 - d. Stephanie Halter’s chi square analysis of diversity data
 - i. Stephanie shared what the numbers on the Academic Standing Chart meant. For example, there is a difference of about 10% between White, Non Hispanic and Ethnic Minority students who are in good standing. Even though the numbers are significant, she cautioned us noting that the sample was very large. Robin pointed out that the numbers are relative and that our goal should be to show continual improvement (the numbers should continue to approach each other), and offered that we, as a committee, should look at curricular matters that may affect minority students. Robin volunteered to create a template and to ask Scott Mantie to generate this data annually mid February. We want to make sure that students are only represented once in these numbers.
- III. New Business
 - a. Academic Policy-Making for Frost School Students (Nancy and Julie will attend to discuss)
 - i. Julie gave us the background on why the Frost School was created (Fall 2006), talking particularly about the need for the reason for the creation of different policies or procedures. Julie explained the process for

policies/procedures - that policies/procedures are discussed at the cabinet level and then decided where further discussion needs to go (faculty, Frost School administrators, etc). She explained that the Frost School Council has an advisory role even though they are a policy-making committee. Talking specifically about the Stop Out Policy, David brought up the notion that full-time undergrads, not just Frost School students, should have access to that same policy. Discussion followed about allowing undergrads to use the policy.

- ii. It was suggested that the Steering Committee should be the place where communication among committees should take place so that policies/procedures can be shared. Julie thought that she should have a more active role on the Steering Committee so that she knows more about issues that need to be shared.

IV. Agenda Items for Future Meetings

- a. CJ enrollment issue
- b. Advising as teaching; assessing advising as part of P&T
- c. Help Deciding students declare a major by a particular date

NEXT MEETING TIME (Frost Commons):

12/15, 3:45-5:15

WINTERIM COMMITTEE MEETINGS REMINDER:

Probation Contracts
Severance Appeals

Wednesday, 1/7
Friday, 1/16