**Faculty Senate Academic Affairs Council**
Meeting on Monday, September 12\(^{th}\), 2011, 3:10-4:00 pm
107 Lab of Mechanics

**Minutes**

**Council members present**
Suzanne Hendrich, Chair of AAC
Sanjeev Agarwal, College of Business
Paul Anderson, College of Design
Michael Clough, College of Human Sciences
Brad Dell, College of Liberal Arts and Sciences
Heather Greenlee, College of Veterinary Medicine
David Holger, EVPP
Greg Luecke, College of Engineering
Robert Martin, College of Agriculture and Life Sciences

**Guests present**
None

**Announcements and discussion**

(a) This is Hendrich’s last year as chair of AAC. Let her know if you’re interested in chairing the Council or would like to nominate a candidate.

(b) Hendrich said that AAC’s responsibilities include helping to ensure that curriculum proposals have been reviewed according to Faculty Senate policies. Agarwal added that AAC reviews would be more efficient using a checklist based on Faculty Senate policies and procedures outlined in the Faculty Handbook. Dell suggested constructing the list by beginning with the table in section 10.8.1 of the Faculty Handbook, then noting differences among colleges. Martin also suggested that the list include the types of issues and questions asked by AAC members in reviews of previous proposals.

(c) Several curriculum proposals are in preparation and will be considered at future meetings. These include a new interdepartmental major and the College of Design administrative reorganization.

(d) The Faculty Senate Curriculum Committee (FSCC), Academic Standards and Admission Committee (ASAC), and Outcomes Assessment Committee (OAC) have not met yet this semester. In the future, representatives will report a summary of their committee activities at AAC meetings.

**Committee reports**

(a) Faculty Senate Curriculum Committee
No report

(b) Academic Standards and Admissions
No report

**Old Business**

(a) The proposal for a minor in sustainability has been revised to include (1) the results of faculty votes, (2) clarification of the process to select members of the steering committee, and (3) additional courses proposed for the minor. Martin moved that the proposal be approved and forwarded to the Faculty Senate. Clough seconded the motion. The motion passed unanimously.
New Business

(a) The proposal for a minor in US Latino/a Studies was discussed by the Council. No reservations or concerns were expressed by Council members. Dell moved that the proposal be approved and forwarded to the Faculty Senate. Clough seconded the motion. The motion passed unanimously.

(b) Hendrich asked Council members to suggest AAC goals for the academic year. Holger suggested that AAC support the activities of the new ISU Outcomes Assessment Committee, outline expectations of new bachelor’s degree programs that are not traditional BS or BA degree programs (including transfer credits), and address concerns about the policy on student absences in courses. The current policy on absences (due to participation in university-sponsored activities) gives instructors complete discretion. Agarwal asked whether there are follow-up studies on the actual costs of implementing new academic programs (compared to projected costs included in program proposals). Hendrich added another suggestion: increase awareness of the new one-year catalog cycle and deadlines.

Meeting Adjourned at 4:02 pm

Next Meeting: Monday, September 26, 2011, 3:10 pm

Minutes prepared by Paul Anderson