ACADEMIC AFFAIRS COUNCIL

Minutes
TUESDAY, 1 SEPTEMBER 2015
2:10-3:00 P.M. - 107 LABORATORY OF MECHANICS

I. Call to Order (Minutes recorder: Brad Skaar, OA)
   Introduction of members present. Present at the meeting were: Sarah Ryan, Engineering; Doug Jacobson, FSCC; Tim Bigelow, Chair of ACC; Russ Jurenka, Entomology; AnnMarie Fiore, AESHM; Kathleen Waggoner, Political Science; Frank Peters, ASAC; Bill Dilla, Accounting; Dan Naegele, Architecture; and Tim Day, Biomedical Sciences.

II. Approval of Minutes of 5 May 2015
   Jacobsen moved, and Day seconded to approve the minutes of the last meeting. Motion passed (11-0-0).

III. Announcements
   None were made.

V. Committee Reports:

A. FS Curriculum Committee – Jacobson
   The FS Curriculum Committee has not yet met this term, so no report.

B. Academic Standards and Admissions Committee – Peters
   The question of whether students on probation can change majors will be considered at the next FS meeting. The official reading of the proposal was read at the April meeting.

C. Outcomes Assessment Committee – Skaar
   Update on the progress of the accreditation effort, and elements of assessment that have arisen from the review and reporting process.

D. Government of the Student Body (GSB) - Leidahl
   Representative was not present.

VI. Unfinished Business:
A. New orientation course for undergraduate international students (Curriculum Committee)
   a. The proposal has been reviewed by the curriculum committee and received the following votes of approval.
   - LAS (7-0-0)
   - CALS (15-0-0)
   - BUS (5-0-0)
   - ENG (6-0-2)
   - DES (0-6-1) [note the neg vote]
   - VET (6-0-0)
   - HS (4-1-1)
This will next go to the executive board of FS. Bigelow asked the committee for opinions on this proposal. The committee collectively agreed it is a good idea, and supports it development. Fiore looked up the credits and did ask the question of how the program will be financed. Peters indicated that the Regents are considering a differential tuition of international students because of the additional costs incurred, and this may be the source of funding. No additional concerns or questions were brought forward.

B. Update on low-enrollment minors/programs (Curriculum Committee/Provost Office).
Dr Holger was not able to attend, so the consideration will be postponed until the next meeting.

VII. New Business:
A. Urban Studies Minor
The Department of Community and Regional Planning was represented by Francis Owusu to review the proposal. Bigelow pointed out typographical errors. It was moved by Jacobsen and seconded to approve their proposal with corrections. Vote passed (11-0-0).

B. Art and Design Name Change
Bigelow introduced the proposal. There was no discussion. Jacobsen moved and Fiore seconded to accept their proposal, and the motion passed (11-0-0).

C. Prerequisite policy (Holger – by email to committee)
Holger: There seems to be a strong sentiment that we need to enforce prerequisites more rigorously, both to enhance student success and to help accommodate growing capacity requirements. My sense from a fairly substantial amount of input that I have received is that we need to develop a policy and processes with some or all of the following features:

- Course prerequisites listed in the catalog will generally be enforced. There may, as is always the case, be special case exceptions, but they should be rare and may require approval beyond that of the course instructor (department level in some cases?)
- An efficient mechanism will be developed to identify students who enroll in a course and do not have prerequisites
- Students who do not have prerequisites will be administratively dropped from the course unless (in rare instances) an exception is granted. The drop will be initiated administratively, not by the student or instructor.
- At some point we will develop registration software with the capability of not allowing registration unless prerequisites have been met or are currently enrolled courses.
- The FSCC may wish to consider the development of a new category of recommended, but not required, prior course background.
- Current prerequisites will be examined to the extent necessary to determine if they are in fact required prerequisites under the new policy.

(end of email)

Committee members expressed concerns that administrative changes to a student’s schedule might put them in jeopardy of full time status. Alternative is to fail student, but takes time to enforce. Committee members expressed concern that this is an AAC issue
and not a curriculum committee. The opinion is that curriculum committee should establish prerequisites, but not enforcement or consequences.

The committee will ask the Provost’s Office to draft a statement of what will be done. However, committee members were in favor of the concept.

24 Credit Transfer Rule for Military Veterans (Holger –via email)
Holger: A second item, that is likely to be an Academic Standards and Admissions item, is the 24 credit transfer rule and its implications for military veterans. The current rule has put some veterans in catch 22 situations and at least some guidance to admissions on flexibility in waiving some aspects of the policy would assist our veteran students without compromising the integrity of the admissions process. Bigelow’s interpretation is harder to pass ACT, and maturity of military so to be more lenient with credits earned by them prior to ISU.
(end of email)

Biggest concern discussed expressed concerns that ISU have good indications that the student will be successful at ISU. Whether this is grade point average, marks earned while in the military, ACT or SAT exams or other ideas needs to be delineated.

Peters volunteered to request clarification of situation from admissions so that AAC can react to something more definitive.

D. New Business from the floor (?)
A person named “Stephani Miller” sent a group email to many faculty. She indicates she represents a company from California encouraging teachers to send our notes so that they can be sold. Kathleen indicated that Paul Tanaka wrote a cease/desist memo to this person. Kathleen was told that ISU cannot do much about it. Tim agreed to take the issue to FS Board for discussion of action.

VIII. Adjournment