

Appendix A
Minutes
Meeting of the Academic Affairs Committee
Wednesday, February 20, 3:30 p.m.
University Center, Conference Room 213

Committee Membership

Jesse Peters (chair)
Leon Jernigan
Cherry Beasley
Jeff Bolles
Robert Brown
Judy Curtis
David Nikkel

Jeremy Sellers
Jaime Martinez (chair of Curriculum)
Joanna Hersey (chair of General Education)
Melinda Rosenberg (chair of Enrollment)
Larry Arnold (chair of Academic Support)
Ken Kitts (Provost and VC for Academic Affairs)

Members Present: Arnold, Beasley, Bolles, Brown, Curtis, Hersey, Jernigan, Kitts, Martinez, Nikkel, Peters, Rosenberg, and Sellers

Members Absent: None

Guests: Michael Alewine, Robert Arndt, Mike Menefee, Jack Spillan, Melissa Schaub, Beth Froeba, and Liz Normandy

I. Call to Order

The Committee was called to order at 3:30 p.m.

Based on the previous agreement to rotate secretarial duties, Leon Jernigan will serve in this role for this meeting.

II. Approval of the Minutes of the January 16 Meeting

The Minutes were unanimously approved.

III. Approval of the agenda.

The Agenda was unanimously approved.

IV. Report from the Chair

- No committees have had members miss more than two meetings.
- An email will be sent out soon with Faculty Talk dates.
- The Senate Chair attended the Faculty Governance committee meeting.
- There is an upcoming CAA meeting in Chapel Hill to discuss transfers from community colleges. Jaime Martinez explained that there is some concern over the common articulation agreement and lack of consistency among general education courses. Liz Normandy stated that there is an attempt to standardize courses that are accepted by the University system and that this attempt is being driven by the community colleges.

V. Reports from Subcommittees

A. Curriculum: Jaime Martinez, Chair

Actions Requiring only AA Chair Signature

1. Five **Proposals from the Department of Mass Communications** involving prerequisite revisions to existing courses (BRD 2600, BRD 3600, BRD4600, PRE 4070, and PRE 4600)
2. **Proposal from Department of Health, Physical Education, and Recreation** to change the title and course description of EXER 5030 was brought before the committee for a second time after being reaffirmed by the Curriculum subcommittee as a revision and not a new course. Some further discussion ensued.

Actions Requiring AA Approval only

1. **Proposal from the Department of Management, Marketing, and International Business** to create MKT 4850 Marketing Internship
Approved 12-0-1
2. **Proposals from the Advising Center** to create two new courses
 - 2.1 FRS 1010 Learning Community
Some discussion about what a non-credit course was. It was explained that this course is a place holder to keep a time slot open. Course is not required for graduation. Approved 12-0-0
 - 2.2 TRS 1000 New Transfer Seminar
Further explanation of the rationale was given as well as who would teach it. Approved 12-0-0
3. **Proposal from the Mary Livermore Library** to create LIB 1000 Introduction to Academic Research
Some discussion of staffing and potential increase in need for the course as well as it possibly becoming a corequisite for WE and WD courses. Approved 12-0-0
4. **Proposal from the School of Business Entrepreneurship Program** to create a new course, ENTR 2200 Invention and New Products
Question was raised as to why it was a 2000-level course. Rationale was to make it open to all levels of students.
Approved 12-0-0

Actions Requiring AA Approval and to be sent to Senate.

1. Proposals from the Department of Mass Communications

1.1 Switch positions of JRN 3010 and PRE 4200 in electives and requirements for the Public Relations minor

1.2 Remove JRN 3010 from the Public relation major requirements and replace it with PRE 4200

Voted on together – Approved 12-0-0

2. New courses proposed to be added to QEP

BIO 3510 Research Strategies – WD

ECN 4080 Economic Development – WD

MGT 4660 Business Strategy – WD

Approved 12-0-0

B. Enrollment Management: Melinda Rosenberg, Chair

There is a problem with the language related to transfer student registration between what was in the 2011-12 catalog and the 2012-13 catalog.

Transfer students do need an orientation which is enforced via time tickets. On-line students are waived from orientation. Uncertainty still exists regarding distance students.

C. General Education: Joanna Hersey, Chair

1. Proposal from the Department of Chemistry and Physics to add a prerequisite grade of C- or better to the current prerequisite of CHM 1300

Proposal was tabled until next meeting since no representative from chemistry or physics was present.

D. Academic Support Services: Larry Arnold, Chair

Summary of various reports included: library funding status for digitizing collections; DoIT's continuing programs; update on registration roster verification; DSS statistics on student need; need for more tutors; statistics on disciplinary actions

VI. Old Business

Update and discussion on results of roster verification

VII. New Business

None

VIII. Announcements

None

IX. Adjournment

The meeting was adjourned at 4:45 p.m.

