

Academic Affairs committee

Meeting April 21, 2022, 9:30am – 11:30am

Minutes

Meeting convened.

Selection of recorder: Christine Larson

Agenda approved.

March minutes approved.

Introductions.

Guests: Zarah Moeggenberg, Quan “Chwen” Zhou, Loi Nguyen, Kerry Kleyman, Kim Halvorson, Heidi Frankard

Course proposals:

TCID 345 Rhetorics of Health, Medicine, and Social Justice. Proposer: Zarah Moeggenberg. Overlap and relationships of the course within CLA were discussed. **Approved.**

HRM 566 People Analytics. Proposer: Loi Nguyen. **Approved** with requested revisions to course catalog description and prerequisites.

IDST 368 Interdisciplinary Topics. Proposers: Gemma Puntì & Rick Bohannon. Discussed course relationship to IDST 490 Topics. Discussed oversight of instructor expertise and overlap. **Approved** with requested revisions to questions 13 and 17.

PSYC 355 Foundations of Early Childhood Education. Proposer: Carmen Cook (response to committee request, see March minutes). **Approved.**

PSYC 375 Psychology of Thinking Proposer: Kimberly Halvorson. **Approved** with requested revisions to LO (question 8) verbs.

SCRW 320 Excluded Voices of American Cinema. Proposer: Jeremy Bandow. **Approved.**

PSYC 374 Psychology of Racism. Proposer: Kerry Kleyman. **Approved** with requested edits to the course catalog description and LOs.

Business referred by FA Council

“1. [Regarding the Annual Program Reflection, a FAQ document](#). Administration has ignored the IFO’s motions about refusing to participate in the annual program reflection requirement. Faculty are encouraged to refuse to participate, unless and until admin agrees to modifications to address our concerns. Motion: Refer to the AA Committee for recommendations (here, specifically, Council wants to know if any of the proposed annual program reflection violates/duplicates/strengthens/undermines other aspects of our academic affairs work. There are different opinions among the faculty about the relative value of this reflection, and Council wants to hear from AAC)

2. The Provost has provided a [Program Health and Sustainability Rubric](#) for review and comments. [The rubric is explained in the linked memo](#). Action Item: Faculty should review and provide detailed feedback in order to ensure that the faculty perspective is addressed.

Motion: Refer to Academic Affairs Committee. (Similar questions to #1 above. Council is really looking for AAC to examine it with your committee’s specific lens. Both items are being referred to other committees for their feedback as well).”

Committee response: We found that the proposed process does not violate, duplicate, or undermine our work as a committee, but it does not strengthen it, either. We found that the rubric measures and criteria are not generalizable across programs, which will complicate program evaluation and comparison. We raised questions about the sustainability of process over long-term. We have questions about the “silos” of our various units and programs: in what ways will colleges/programs be expected to overlap with others or discouraged by doing so by these evaluation processes?

Committee members present:

Member Name	College (Department)	Attendance: Present
Carol Reid, Convener	College of Nursing and Health Sciences (CNHS)	X
Ibrahim El-Shekeil	College of Sciences (COS)	X
Marcia Hagen	College of Management (COM)	X
Kevin Spading	College of Community Studies and Public Affairs (CCSPA)	X
Gemma Punti	College of Individualized Studies (CIS)	X
Christine Larson	Library (LIB)	X (recorder)
Andrew Carlson	College of Liberal Arts (CLA)	X
	School of Urban Education (UED)	
	Community Faculty Caucus	

Committee Functions (*Excerpt from Operating Procedures of the Metropolitan State University Faculty Association, Revised 4/11/2019, p. 13*):

1. Review and approve (or disapprove) new course proposals forwarded by academic unit curriculum committees for completeness of proposal form overall coherence in the curriculum (progression from lower division to graduate, overlaps between academic units, gaps, etc.)
2. Return disapproved course proposals to academic unit curriculum committees with specific written recommendations.
3. Forward all approved courses to the dean of the academic unit for approval.
4. Review new program proposals forwarded by an academic unit following approval by the respective college/unit meeting for overall quality, appropriate number of credits, need for the program, ability of the university to support the program, coherence in the curriculum (progression from lower division to graduate, overlaps between academic units, gaps) and for adherence to the new program development process, including adherence to Minnesota State and other pertinent requirements.
5. Return disapproved new program proposals to academic units with specific written recommendations.
6. Forward approved programs (majors and minors) to the Faculty Council for approval.
7. Respond to academic issues that have been referred by Faculty Council.
8. Other duties as assigned by Faculty Council.
9. Composition: The Academic Affairs Committee shall consist of one (1) member selected by each academic unit and appointed by Faculty Council.
10. Term of Service: one year.