

**Date:** February 17, 2022 9:30 – 11 AM

**Location:** Zoom Meeting

<https://minnstate.zoom.us/j/94501630014?pwd=ZmFkY2JoWmpLeXhISzh5SHU2V2ZwQT09>

Meeting ID: 945 0163 0014 Passcode: AAC2021

### **Agenda**

1. Convening of meeting
2. Selection of Recorder: Gemma Punti
3. Approve agenda. Approved.
4. Review and Approve Minutes (January). Approved
5. Introduction of members and guests. Quan, the chair, was in the meeting to support the Game Design courses for half an hour.
6. Proposals
  - **TCID 390 Introduction to Game Design (Alex Layne)**

The course has been approved with the following modifications:

    - Modify the learning outcomes to be measurable, not to be tasks. Right now, they are written like assignments. There are 8 learning outcomes for a 2-credit course.
    - Remove the skills list (it can be listed in the syllabus).
    - Andrew indicates we can approve the course and he will help Alex to rewrite the learning outcomes.
    - Question 10 needs to be re-written since it uses a learning outcome that is written differently than the learning outcomes of the c.
    - Consultations needs to be sent for each course.
    - Question 14. Remove the word “micro-certificates” for “certificates”
  - **TCID 392 Game, Level, and Character Design (Alex Layne)**
  - **TCID 393 Writing in Interactive Environments (Alex Layne)**

Looking together TCID 392 and 393 since they are a current course that is being split to two 2-credit courses.

The courses are approved with the following modifications:

    - Remove the skills list.
    - Add the consultations
    - Question 14. Remove the word “micro-certificates” for “certificates”
    - Question 13. Update it with a statement there is no course sequencing. They are designed to be independent from each other.
  - **TCID 394 Theories of Fun and Play (Alex Layne)**

The course is approved with the following modifications:

    - Remove the skills list
    - Revise the learning outcomes
    - Add the consultations
    - Question 14. Remove the word “micro-certificates” for “certificates”
    - Question 13. Update it with a statement there is no course sequencing. They are designed to be independent from each other.
  - **TCID 396 Publishing and Selling Your Game (Alex Layne)**

The course is approved with the following modifications:

- Remove the skills list
- Break up the learning outcome/ revise.
- Question 10. Needs to be rewritten.
- Add the consultations
- Question 14. Remove the word “micro-certificates” for “certificates”
- Question 13. Update it with a statement there is no course sequencing. They are designed to be independent from each other.

- **STAT 099 Statistics Preparation (Katherine Johnson)**

The course is approved with the following modifications:

- Learning outcomes:
  - Learning outcome 1: change conversing to converting
  - Learning outcome 3: Modify the verb understand for utilize. “A student will be able to ~~understand~~ (utilize) the cartesian coordinate system.
- Question 14. Click box that is an elective

7. Other

- a. Report on CCSPA motion from January Packet discussed in February IFO Council): *That the Academic Affairs Committee and Graduate Programs Committee distribute lists of new courses or programs approved after their meetings.*

8. Adjourn at [11:05am]

**Committee Membership (Attendance):**

Member Name	College (Department)	Attendance: Present
Carol Reid, Convener	College of Nursing and Health Sciences (CNHS)	x
Ibrahim El-Shekeil	College of Sciences (COS)	
Vadhi Rao	College of Management (COM)	Erica Berte (subtitle of Vadhi who is on a leave of absence)
Kevin Spading	College of Community Studies and Public Affairs (CCSPA)	x
Gemma Punti	College of Individualized Studies (CIS)	x
Christine Larson	Library (LIB)	x
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.