

ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE

A2C2 Agenda for Wednesday November 6, 2013 at 3:30 pm
Maxwell 158 / Rochester SH201

- I. Call to Order-
- II. Adoption of Agenda -
- III. Approval of Minutes from October 23, 2013. Draft minutes available at:
http://www.winona.edu/wsufa/a2c2/Documents_A2C2/DraftMinutes_2013_10_23.pdf
- IV. Chair's Report
 - A. Still need one more COLA representative for CPPS.
 - B. Please send A2C2 agenda items to me for 11/20/2013 meeting by 11/13/2013.
 - C. Curriculum implementation underway. Meeting on 11/5 discussed implementation of Regulation 3-4 forms.
- V. Course & Program Proposal Subcommittee:
 - A. Membership

REPRESENTATIVE	COLLEGE
Ed Thompson	College of Science & Engineering
Bhaskar Iyengar	College of Science & Engineering
Julie Beddow-Schubert	College of Education
Carrie Brouse	College of Education
Charles Schreiber	College of Liberal Arts
	College of Liberal Arts
Shellie Nelson	College of Nursing & Health Sciences
Linda Smith	College of Nursing & Health Sciences
Bob Newberry	College of Business
Brian Joo	College of Business

- B. CPPS proposals are viewable at: <http://www.winona.edu/wsufa/a2c2/#cpps>
 - C. CPPS agenda will be sent out to CPPS committee members one week before the meeting. The agenda will include electronic (.pdf file) copies of the proposals. An Outlook meeting reminder will also be sent out to CPPS members one week prior to the meeting.
 - D. CPPS chair's report from meeting held on October 30, 2013.
 - 1. ART 441: History of Modern Design
 - 2. ART 107: Introduction to Painting
 - 3. Business Education Program Revision
 - E. The next CPPS meeting will be held on Wednesday, November 13, 2013 at 3:30pm in Maxwell 158 / Rochester GL 135. Agenda items for this meeting must be submitted to A2C2 chair by Wednesday, November 6 at 4pm.
- VI. General Education Program Subcommittee

- A. website: <http://www.winona.edu/gep/>
 - B. GEPS proposals are at: <http://www.winona.edu/wsufa/a2c2/#GEPS>
 - C. GEPS chair's report from meeting held on October 30, 2013.
 - 1. Carly Cook: course substitution for Goal 6.
 - 2. STAT 301: Statistical Thinking for Healthcare
 - 3. GEP Assessment meeting
 - 4. Determining required data for GEP course renewal.
 - D. The next GEPS meeting will be held on Wednesday, November 13, 2013. The committee meets at 3:00pm, proposal review begins at 3:30pm in Maxwell 257, Rochester ST118. Agenda items for this meeting must be submitted to GEPS' chair by Wednesday, November 6 at 4pm.
- VII. Notifications, copies available on A2C2 website.
- A. CHIN 101: Grading
 - B. CHIN 102: Grading
 - C. CHIN 201: Grading
 - D. CHIN 202: Grading
 - E. CHIN 301: Grading
 - F. CHIN 302: Grading
 - G. SPAN 300: Description, Number, Title
 - H. SPAN 304: Description
- VIII. One-Time Course Offering, none.
- IX. Old Business:
- A. Regulation 3-4 and non- or multi-department programs.
 - 1. Continue discussion of possible changes to Regulation 3-4 sign-off.
 - 1. Should a program director be allowed to sign-off instead of a 'Department Chair' for items such as notifications, new/revised courses, and new/revised programs?
 - 2. Should multiple department chairs be required to sign off on multi-disciplinary program proposals?
 - 2. Do A2C2 representatives have any more curricular concerns other than those stated in the attached "Regulation 3-4 Form Sign-off"
 - 3. Joan Francioni to discuss multi-disciplinary task force findings.
- X. New Business: none
- XI. Adjournment-

Pat Paulson
Chair, A2C2

A2C2 website: <http://www.winona.edu/wsufa/a2c2/>

Regulation 3-4 Form Sign-off

Considerations:

- Both program directors and department chairs are from the faculty ranks.
- Program director is appointed by a dean, represents the program? No term limit.
- Department chair is elected and represents department. Chair has a 9 year term limit.
- Example programs-
 - WAGS, a minor with courses from COLA, COE, CONHS and several departments. It has a 12 member faculty advisory committee, and a subcommittee to review 'WAGS' curricular proposals.
 - HLA, a major with courses from all 5 colleges, and Bemidji State University. Not known if there is a WSUFA faculty advisory committee.
 - CAST, a minor, with courses from CAST, in CONHS, but not in a department. It has a 7 member faculty advisory committee.
 - Sustainability, a minor with courses from COSE, COLA, CONHS. Not known if there is a WSUFA faculty advisory committee.
 - PSM, a graduate program involving COSE, COB. It has a 12 member implementation task force.
 - Individualized Studies, a major with 48 semester hours of upper-division courses. Has a 7 member faculty OCED faculty oversight committee. OCED has recently (see Senate meeting 10/21/13) been working to get a faculty liaison position.

Past/Current practices:

CAST-some new course paperwork has been signed by faculty who were not Department Chairs.

At least one CAST notification was signed by Sociology Department Chair.

WAGS-faculty sign-off on Department Chair line.

Sustainability -affected department chairs sign when their department is affected (MKT, GS).

PSM-Courses with prefixes that belong to a department are signed by that department chair.

Courses with PSM designation, or paperwork affecting program structure are signed by all department chairs involved. This requires PSM participants to work hard to develop courses and a program that the participating departments agree with.

COB admission requirements during the AACSB accreditation process prompted a change to the A2C2 charge that was made for college-wide curricular matters. Once the college-wide subcommittee consisting of A2C2 representatives approved the curricular matter, the paperwork was submitted by the individual departments. This could serve as a model for multi-disciplinary programs such as HLA that span universities, colleges and departments. Or Faculty Senate could create an HLA Faculty Advisory Committee made up of departments that provide courses for the HLA program. See 10/6/2008 Faculty Senate minutes for more details.

Possible motions:

1. Revise Regulation 3-4 "Notification Forms" and "New and Revised Course and Program Proposal Signature Sheet" approval lines replacing words "Department" with "Department/Program" and "Department Chair" with "Department Chair(s)/Program Director".
2. Any curricular proposal developed by an entity other than a department will be accepted for consideration by A2C2 provided said entity has had the curricular proposal reviewed and approved either by a faculty advisory or faculty oversight committee recognized and approved by the WSU Faculty Association, or by the chairs of all the affected departments.

Pat Paulson
A2C2 Chair
10/30/2013