ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE

A2C2 Minutes for January 26, 2011

TLTS Maxwell 158

3:30 p.m.

Attendees: Larry Bergin, Vic Colaizzi, Ed Thompson, Pat Paulson, Kelly Herold, Dan Kauffman, Ann Rethlefsen, Maggie Hoody, Myles Weber, Nancy Jensen, Greg Schmidt, Mark Eriksen, Bob Newberry, Ron Elcombe, Eric Brisson, Amy Reitmaier, Ed Slowik, Doug Callahan, Fred Lee, Charles Schreiber, Ruth Charles, Jeanne Danneker, Jim Williams, James Reidy, Nathan Moore, William Beatty

Guests: Lori Beseler, Candace Beatty Kairies

1. Call to Order, the meeting was called at 3:31 pm by chair Ann Rethlefsen
2. Adoption of Agenda, add item to discuss department consolidation. m/s Bergin/Elcombe .
3. Approval of Minutes: December 1, 2010 m/s Moore/Danneker, approved.
   1. Add to notifications: ENG 432/532: Comparative Literature: Change in course title
   2. ENG 308: Playwriting/Scriptwriting: Change in prerequisites
4. Chair’s Report: Meet & Confer Briefly
   1. No permanent director for the Residential College yet.
   2. Department mergers- administration has asked faculty to rethink the academic departments. There is a task force being formed. Changes need to be on the Meet & Confer agenda for February 7th. What are the cost savings? Reduction is cost is from cutting chair summer pay for 28 duty days. Benefit is savings of 2 to 4 faculty positions. Program cuts are not planned at this time. Is the administration going to participate in cost savings?
   3. Program reductions are not planned at this time. But if things get worse, there may be program reductions and suspensions. In the worst case, there may be retrenchments by August, 2011.
   4. BESI type retirements are being considered. College of Education, Nursing and COLA faculty members are being approached. If they accept, their position will not be replaced.
   5. One degree- student initiative to reduce thermostat settings in winter, increase in summer.
   6. Student textbook rental program saved approximately $30,000 last year.
   7. Administration reported: Textbook rental company requesting grade data for class sizes greater than 10. This data is public information. Ref: [www.chegg.com](http://www.chegg.com)
   8. We must get representatives from COB and COSE for CPPS. We will not be able to meet our quorums without this.
   9. Notice that there are no A2C2, CPPS or USP committee meetings on February 16th, 2011. When the schedule was set last year, it was anticipated that this would be Assessment Day.
5. CPPS Report: Ed Thompson: None: There was not a quorum at the last meeting! There are three openings on CPPS-COSE, COE, COB. [COE filled after last meeting]  
   Reminder- course proposals that need to be on the Fall course schedule in April need to be submitted ASAP! Proposals should be to Ann Rethlefsen by February 16th.
   1. m/s Kauffman A2C2 alternates and or A2C2 members are all eligible to participate in CPPS. No second. Motion dies.
6. USS Report: Dan Kauffman (Ann was at a conference)

COURSE PROPOSALS:  
USS recommendations accepted by A2C2.

Writing Flag: SPED 452 ECSE Instructional Design and Implementation

M/S: Seppanen/Hooks to approve this course as writing flag course.

Unanimous

Oral Flag: SPED 455 ECSE Student Teaching

M/S: Hermodson/Seppanen to approve this course as an oral flag course.

Kelly Randall: Course substitution request denied.   
Part of the problem is that students need to learn how to read the DARs. Faculty should be reviewing the DARs with students during advising.

1. Notifications
   1. RTTR: Change in existing major, minor, option, concentration, etc.
   2. PHYS 302: Electric Circuits: Change in Existing major, minor, option, concentration, etc.
   3. CMST: change in existing major, minor, option, concentration, etc.
   4. OTCO: POLS 310: Political Science and Public Administration (3)
   5. OTCO: MUS 118: History of the American Musical Theater (3)
   6. PHYS 302: Electric Circuits: Change in existing major, minor, option, concentration, etc.
   7. FIN 360: Corporate Finance: Change in prerequisites
2. Old Business:

USP III Update- USP is working on a plan to be compatible with the MnTC. No specific announcements yet. Committee has been meeting at least 2 hours per week.

1. New Business: the meeting was adjourned
   1. Proposed department mergers- possible task force to look at principles that define departments. M&C on 2/7 and 2/21. Unlikely that the task force will be created. Faculty Senate may be asked to develop the principles. There is a Faculty Senate meeting on 1/31/2011.   
      One possible idea is to focus on increasing the retention rate. A 2% improvement in retention rate represents approximately $400,000 savings.   
      Departmental mergers do not appear to be providing much dollar savings for the effort involved.  
      What about merging colleges? That is a possibility.   
      What of valued is delivered to students? We should work to minimize the impact to the students in whatever is done.  
      Discussion and implementation of cost savings proposals should be transparent.
2. Adjournment – The meeting was adjourned at 4:36pm by Chair Ann Rethlefsen.