

MINUTES

Of The Meeting

Of

THE ACADEMIC AFFAIRS COMMITTEE

Thursday, January 24, 1980

3:30-5:00 p.m.

Room 3014 Bliss Hall

Present:	Dr. Baldino	Dr. Khawaja
	Dr. Hahn	Dr. Munro
	Dr. Hill	Dr. Richley
	Dr. Hovey	Dr. Scriven

ACTIONS

1. Dr. Hill called the meeting to order. He asked for the disposition of the minutes.

Dr. Scriven moved approval. Dr. Munro seconded. It was carried unanimously.

2. Dr. Hill asked if there was any desire to change the order of the agenda. The agenda was agreed upon as scheduled.

3. Dr. Hill gave report to the committee. First, he said he had talked to Dr. Loch and he said there is no systematic plan for record-keeping at this time; it is still pretty much up in the air. Dr. Loch said that he envisioned he would send whatever data that is customary and ACT would send back to him periodic reports.

Dr. Hill said he asked Dr. Loch if he would have to keep a folder locally on each student. He indicated that he probably would.

Also Dr. Hill gave report on the McCracken proposal, saying a revised proposal had been sent for the committee to review. Dr. Hill told the committee that due to the bulkiness of the document he will have the secretary go over the altered proposal and locate the changes that have been made and then provide this information to the committee.

Dr. Hill asked the committee members if this procedure would be satisfactory to them. It was agreed to follow this procedure.

4. Dr. Hill asked for a report from Dr. Khawaja concerning the Advisory Committee.

Dr. Khawaja stated that the committee met to organize, with the elected chairperson, Dr. Gould, from the Music Department. It was agreed to hold frequent meetings; a meeting has not been held as of yet. At that organization meeting Dr. Khawaja reported to the members exactly what his position on the committee would be.

5. Dr. Hill turned to the item on the agenda about the proposed changes in the program of the Department of Chemical Engineering and Materials Science. Dr. Hill said he believed Dr. Slawewski would be available.

Dr. Khawaja expressed that he was confused as to whether they are changing courses or just names.

Dr. Munro said the courses would be exactly the same; it would be primarily a name change.

Various members of the committee expressed confusion in regard to the options.

Dr. Hill asked Dr. Munro about the significance of dropping Option B.

Dr. Munro said that apparently the ^{ECF}EDCP looks at what they are doing and says you do not have enough faculty to handle the materials science side, so you should get rid of it and not even propose it as something the students might take.

Dr. Hill asked if the courses are going to stay. He asked if the courses will be combined under Option A.

Dr. Munro answered in the affirmative for both questions.

Dr. Richley commented; he said that if they are materials science courses and we are going to change them to metallurgical courses without changing the course descriptions, that does not seem to tie together.

It was then decided to phone Dr. Slawewski and ask him to come over to the meeting.

There was much discussion, in the meantime, over the wording and other detailed aspects of the program.

Dr. Hill inquired about the deleting of the nine hours in the options. He asked what the student is supposed to do with those courses.

Dr. Munro said that they would become electives within the department.

Dr. Hahn questioned concerning the distinction between general and materials science options. *The requirement of 15 electives is not consistent with the statement, "... may choose 6 or more hours..."*
 Dr. Scriven asked Dr. Hill if he had checked with Dr. Edgar and if there would be any problem in getting a new program approved. (He acknowledged that this is not a new program.)

Dr. Hill said Dr. Edgar had not been available to talk to.

Dr. Scriven said that before any action is taken, the committee should check with Dr. Edgar.

Dr. Slawewski could not be reached; Dr. Hill suggested it be placed on the agenda for next week's meeting and the discussion be moved to the Honors Program.

6. Dr. Hill gave report; he said he understands that there has been some thinking about the Honors Committee having a function that ought to come under the Academic Affairs Committee. Further, he believed that the Charter and By-Laws Committee had been asked to look at this issue.

Dr. Hill asked to hear from Dr. Hovey regarding a possible meeting with the Standards and By-Laws Committee.

Dr. Hovey said he talked to Dr. Abram and he wanted him to point out that they are appointing an ad hoc committee in response to a request from the Executive Committee, which is to look into the charter responsibility and admission of all of the Senate committees.

Dr. Hovey reported that Abram agreed to meet with the Academic Affairs Committee to discuss the status question. Abram suggested meeting in two weeks.

Dr. Hovey said he also told him that Charter and By-Laws is forming a committee of nine representatives to look into this whole thing.

Dr. Hovey said they are working on a proposal that will go to the Senate.

Dr. Hill said that the Senate indicated that the Honors Proposal should come to the Academic Affairs Committee.

Dr. Hovey said there are two proposals; maybe it is the other one that they are talking about.

Dr. Hovey said that regarding making the Honors Committee a subcommittee of this committee, the question is should it be separate or together. He said it would be best that we give our views; apparently, Abram would be willing to discuss this also.

In discussing the Honors Standards and Protocols, Dr. Hahn commented on the statement labeled B ("Content should explore areas not offered in present classes."). He asked how it was going to be decided.

Dr. Khawaja questioned if the Honors seminar is an existing course or a new course offered everytime the seminar is given.

Dr. Scriven was asked for a little background.

He said that from what was presented at the meeting, it was an academic place where exceptional students could explore beyond the learning field that they might attain in a regular university classroom.

Dr. Hill questioned Dr. Scriven about the current procedure for offering one of these seminars. He questioned the desire for such a cumbersome procedure.

After numerous questions from members of the committee, Dr. Scriven said he would do some checking and give the answers to these questions at the next meeting.

Dr. Hill asked the committee if they would like Mr. Baer to come over.

Because of the lateness of the hour, it was decided to have him at the next meeting.

Dr. Hill asked for additional background information on Dr. Loud's request concerning the PR grade.

Dr. Scriven said he had had many conferences with her. He said he had only approved 11; 9 were made for Mary and there were 2 for others.

He then distributed copies of a letter he sent to Mary Loud, denying her request.

Dr. Scriven explained the PR grade to the committee, after which there was much confusion concerning various aspects of the PR grade.

Dr. Khawaja said that at one time the idea was to allow for 12-13 weeks. It was not practical, so they went to 2 quarters.

Dr. Hill asked what courses are associated with the PR grade.

Dr. Scriven said, "Any courses so designated by the department."

Dr. Munro asked if there is a specific statement that says you cannot give an I for competency-based courses.

Dr. Hill asked Dr. Scriven for a recommendation to remedy this situation. He asked if it was workable.

Dr. Hovey gave two routes that he felt could be taken: *Report to the Senate that the AAC made an interpretation, or the matter be presented to the Senate for their vote.*
Dr. Hill asked Dr. Scriven if this would be a satisfactory way to proceed.

Dr. Scriven said yes, but that he still thinks the committee needs to look at the grading system and if he is not operating correctly, to let him know so he can change his methods.

Dr. Hill suggested three alternatives: 1. leave it as it is, saying that it has been considered and seems to be alright; 2. consider inclusion of the I; and 3. look at the whole grading system.

Dr. Richley said that it certainly warrants more discussion.

Dr. Baldino moved it be put on the agenda for the next meeting. Dr. Munro seconded it.

The meeting was adjourned.