ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE

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

Attendees: Pat Paulson, Larry Bergin, Adrian Barr, Ed Thompson, Jana Craft, Myoung Lee, Amy Hermodson, Tim Gegg-Harrison, Sunny Wee, Dan Kauffman, Nicholas Wysocki, Chuck Ripley, Steve Allard, Weidong Zhang (alt), Peter Sternberg, Greg Schmidt, Tammi Owens, Robert Newberry, Davin Heckman (alt), Tisha Hooks, Greg Neidhart, Susan Davies, Sarah Phan-Budd, Fred Lee, Chuck Schreiber, Lorene Olson, Carrie Brouse, Jay Palmer, Brian Aldrich, Jeanne Danneker, Jim Williams

Guests: Joan Francioni

I.   Call to Order- the meeting was called to order at 3:30 pm by Chair Pat Paulson.

II.   Adoption of Agenda – no changes. m/s Kauffman, Thompson

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
        m/s Danneker, Newberry. Adopted by committee.

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. Curriculog implementation underway. Meeting on 11/5 discussed Regulation 3-4
            forms and approval process.

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. All three course proposals accepted by A2C2.
F. 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. Approved by GEPS
   2. STAT 301: Statistical Thinking for Healthcare. Approved by GEPS.
      a) Approval accepted by A2C2 of courses above.
   3. Determining required data for GEP course renewal.
      a) Renewal schedule will be 4, 5 and 6 years. Will be brought to A2C2 and uploaded to website.
      b) Does course renewal apply to every single GEPP course? No, only those that were rolled over from old USP. The courses approved in GEP two years ago are on a 6 year renewal cycle.
      c) GEPS Determining course renewal process by end of semester.
D. The next GEPS meeting will be held on Wednesday, November 13, 2013. The committee meets at 3:00 pm; 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.

a) Should a <u>program director</u> be allowed to sign-off instead of a 'Department Chair' for items such as notifications, new/revised courses, and new/revised programs?

b) 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 discussed multi-disciplinary task force findings. The Interdisciplinary Studies Report presentation is available on the A2C2 website.

a) Joan's presentation reviewed the definition of Interdisciplinary Studies (IS), benefits of IS, existing WSU IS programs, existing support strategies and resources. Main findings:

   i. No defined mechanism for oversight of interdisciplinary courses and/or curriculum

   ii. No defined mechanism for fostering innovation involving multiple disciplines

   iii. No defined mechanism for faculty in different disciplines to collaborate together in the development and delivery of new curriculum and/or courses

   iv. Solutions needed to support developing programs and initiatives, foster new avenues for interdisciplinary innovation, work with (not in competition with) existing academic units. Specifically, strategies and infrastructure needed to support innovative program and component experimentation and development, collaboration across disciplinary programs, continued support for permanent programs, and definition of incentives and expected responsibilities for faculty supported in innovation programs.

   v. Faculty Senate supported general concepts put forward by the Multidisciplinary Workgroup Task Force. Faculty Senate also supported continuing Task Force 2013-2014 academic year.

   vi. A2C2 questions. Are there any other IS programs to add to the existing list of WSU IS programs? (none added)

   vii. A2C2 comments to take back to Multidisciplinary Task Force.

      i. Procedures should be in place to accommodate or change Reg 3-4 requirements for IS programs. Multiple entities should be involved due to the nature of these programs.

      ii. IS program started, department "captures it", governed by that department, no longer interdisciplinary. Makes sense to push into a department because of the lack of structure currently because there is no other mechanism to keep IS programs to exist.

      iii. Existing profile of another school with a successful IS program? Task Force looked at other programs not in

MNSCU. This is where the "School of IS" came out of so it would not exist in a "college" and be owned by a "department."

iv. Consider library support early in the process. Most of theme based programs have library liaison support, but not others (problem-based or stand-alone).

v. To what degree is there a role of non-IFO entities? (ex. Inclusion and Diversity office)

vi. Could current programs cede control to a hypothetical 'School of IS' outside of existing departments? How do we leverage talent at WSU and not harm education and work in departments?

4. Recommendation from PP&G, made at Faculty Senate 11/4/2013: Signatures for Changes in Curriculum
PP&G respectfully recommends to the WSUFA the following:
a) Changes in courses or proposed new courses housed in departments require the signature of that department's chair,
b) Changes in existing courses or proposed new courses specifically housed solely in a program require the signature of that program's director, and
c) Changes in the curriculum of a program that affect other departments or programs require evidence from those areas that they can accommodate the proposed changes.

5. A2C2 reps should take recommendations from PP&G back to departments for discussion and feedback.

X. New Business: none

XI. Adjournment- the meeting was adjourned at 4:15pm by Chair Pat Paulson

Jana Craft
Secretary, 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