

Academic Affairs Meeting Minutes

Date: 12/02/2019, Monday 3:30-4:30 PM

Location: Max Merrill Room, Library 221

Present (voting members):

John Liccardo (*Transfer Faculty*) – Chair
Michael Hansen (*Faculty at Large*)
Dan Alberghetti (*CTE Faculty*)
Wayne Yeatman (*CTE Faculty*)
Amy Harper (*Faculty Forum President*)

Absent (voting members):

Julia Russell (*ASCOCC representative*)
Betsy Julian (*VPI*)
Carolyn Schmidt (*Classified Representative*)
Kirsten Hostetler (*Transfer Faculty*)

Present (non-voting members):

Tyler Hayes (*Director Admissions & Registrar*)
Steve Broadbent (*IT Representative*)
David Schappe (*CTE Council*)
Jane Morrow (*ChairMoot Representative*)
Vickery Viles (*Director of Curriculum & Assessment*)
Aimee Metcalf (*Shared Governance Committee*)
Krista Leaders (*Committee Specialist*)

Absent (non-voting members):

Guests

Owen Murphy

Meeting began @ 3:30

(Note: **Approvals and Action items written in red.**)

Unfinished Business

1. Review Academic Affairs Committee minutes from 11/18/19
 - a) **Wayne Yeatman motioned to approve, Dan Alberghetti 2nd, motion passed unanimously**
2. Review Curriculum Committee minutes from 11/26/19
 - a) **Reviewed**

New Business

1. **2nd Reading Action Item: Academic Master Plan (Betsy)**
 - a) **Tabled due to not receiving the names of the leads for items on the Academic Master Plan.**
2. **1st Reading Action Item: Proposal to create new SUS prefix and curriculum sub-committee (Owen Murphy)**
 - a) Create new prefix for SUS that would identify sustainability courses. The prefix would be available to all departments to create new courses or cross-list existing courses that meet sustainability criteria.
 - (1) Sustainability addresses issues of environmental, social, economic in nature and addressed across subjects.

- b) Owen proposed the formation of a sub-committee to create foundational sustainability learning outcomes to satisfy sustainability requirements and determine appropriate courses.
 - i. Cross-listing would allow courses that meet the criteria of sustainability to create a cohesive set of classes. Potential for collaboration across departments in defining course outcomes. Cross-listed = 1 course with 2 different course numbers. Students can register under either one.
 - (1) Example: a Math course is the same as a Computer Science course and meets the same requirement.
 - (2) Example: BA 1XX addresses issues of sustainability in the same manner as SUS 1XX would be cross-listed.
 - (3) Current courses that could potentially meet the sustainability criteria at COCC would be Biology 103 Ecology, Forestry classes; Sociology 215 addresses social issues of sustainability.
- 3. Committee discussion ensued regarding clarification of Academic Affairs roll in suffix creation
 - a) Academic Affairs does not have a role in prefix creation. In this case, AAC would give endorsement due to the fact the prefix will behave differently than other prefixes. This prefix will be interdisciplinary and act in a cross-listed capacity.
 - b) Suggestion to have Owen come back for a second reading.
 - i. Include a charge for the taskforce
 - (1) Is the charge to build out the cross-listing process?
 - (2) Decide which model/option is best for COCC?
 - (a) Cross-listing or attach attributes to the course.
 - (b) Registrar should be included in the discussion of determining the model.
 - (c) Have Owen create a list of criteria for each option

- c) Questions:
 - i. Is AAC ok with the model/option of cross-listing SUS prefix with equivalent course in multiple departments? Or would AAC like exploration of different models/options for SUS prefix courses before the SUS prefix is created?
 - ii. What are the other models to consider? Owen needs to clarify the model he is proposing before a task force is created and given a charge.
- d) Suggestion for two groups to be formed:
 - i. First group to work on creating the learning outcomes and criteria.
 - ii. Second group to work on exploring the models/options available.
- e) **The first proposal, the creation of the SUS prefix is tabled until AAC can get a better description of the models.**
- f) **Amy Harper motioned to accept the first reading of the second proposal, the creation of a task force to address sustainability outcomes. Prior to the second reading Owen should bring a charge for the task force to the committee. Jane seconded the motion.**
- g) **Amy Harper motioned to have a Curriculum, Registrar and Owen to work together to articulate the pros and cons of the different options/models of course offerings. Jane seconded the motion.**

The meeting adjourned at 4:28 pm.

Next Meeting: is January 6, 2020 3:30 – 4:30, Max Merrill room