**Academic Affairs Advisory Council Meeting**

**MINUTES**

Friday, Sept. 28, 2012, 414 Conf. Room
1:00 – 3:30 pm

Meeting called by: Dr. Rosanne Stripling, Provost and Vice President for Academic Affairs

**Members in Attendance**

COB: Dr. Terry Bechtel, Dr. Charles McDonald
CELA: Dr. Amy Carwile, Dr. Teri Fowler, Dr. Marty Harris, Dr. Doug Julien, Dr. Craig Nakashian
FACULTY SENATE: Dr. Sara Lawrence
CSTEM: Dr. Allard, Dr. Shirley Garick, Dr. Parag Lala
Ex-Officio’s: Dr Rosanne Stripling, April Hart, And Registrar: Carla Ackley, Judy Whitfield
CELA: Alternate: Dr. Drew Morton
COB: Alternate: Dr. Patricia Humphreys
CSTEM: Alternate: Dr. Nurul Alan
Not in attendance: Dr. Teri Fowler, Dr. Charles McDonald

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<th>Item</th>
<th>Agenda Item</th>
<th>Presented By</th>
<th>Discussion/Actions/Decisions</th>
<th>Due Date/Person</th>
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<td>1</td>
<td>Welcome and Introductions</td>
<td>Stripling</td>
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<td>2</td>
<td>Rationale for establishing the A3 Council</td>
<td>Stripling</td>
<td>The new Academic Affairs Advisory Council will replace the Graduate Council and Undergraduate Curriculum Committee. Much of the action handled by one of the previous central committees will now be addressed at the college level.</td>
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<td>3</td>
<td>Review, Discussions and approval of Bylaws</td>
<td>Stripling</td>
<td>A draft of the reviewed bylaws was declined and several changes were recommended. After revisions have been finalized, an electronic vote for approval will be conducted by Whitfield. Deadline for completion is October 1, 2012.</td>
<td>New bylaws need to be finished by Oct 1, 2012.</td>
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The following officers were elected for the 2012-13 academic year:

**Chair:**
Craig Nakashian, nominated by Julien  
2nd: Lala  
Approved by acclamation

**Vice Chair:**
Doug Julien nominated by Nakashian  
2nd: Harris  
Approved by acclamation

**Recorder/Parliamentarian:**
Amy Carwile nominated by Nakashian  
Approved by acclamation

Results of the drawing for terms to establish a rotating term council are as follows:

**COB:**
Dr. Terry Bechtel, 1yr  
Dr. Charles McDonald, 2yr

**CELA:**
Dr. Amy Carwile, 2yr  
Dr. Teri Fowler, 1yr  
Dr. Marty Harris, 1yr  
Dr. Doug Julien, 2yr  
Dr. Craig Nakashian, 2yr

**CSTEM:**
Dr. Shirley Garick, 2yr  
Dr. Parag Lala, 1yr  
Dr. Allard, 1yr

**FACULTY SENATE:**
Dr. Sara Lawrence, 1yr
|   | Establishment of Standing and Adhoc committee and appointment of chairs | The chair of each subcommittee was charged to appoint subcommittees members. Stripling will meet with Chair, Vice Chair & Subcommittee Chairs to review the purpose of each subcommittee and its charges. **Sub-Committees:**  
**Curriculum Development:** Chair: Lawrence  
**Core Curriculum:** Chair: Julien  
**Curriculum Assessment:** Chair: Carwile  
**Admission Standards:** Chair: Garrick  
**On Line Education:** Chair: Allard |
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<td>Review and Prioritization Of 2012-13 Initiative</td>
<td>Stripling 2012-13 initiatives for each subcommittee as noted on the subcommittee charges were discussed.</td>
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<td>7</td>
<td>Discussion of Total Online Evaluation of Courses</td>
<td>Hart April Hart proposed, and Stripling supported, that we move to online evaluation of all courses (face to face, web-enhanced, and web-based) effective the Fall 2012 semester to improve efficiency and shorten turn-around time of results. Discussion ensued regarding pros and cons. Stripling referred matter to the Curriculum Assessment subcommittee for further review.</td>
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<td>Adjournment</td>
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<td>9</td>
<td>Next Meeting, October 19, 2012, 1-2:30 UC 414</td>
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