

**Minutes**  
**Undergraduate Academic Affairs Committee**  
**May 18, 2016**

**Members in Attendance:** L. Sweetman, D. LaVoie, D. Barbeau, D. Lohe, J. Burwinkel, J. Langan, K. Ravindra, K. Thatcher, L. Fenneberg, L. Dorsey, M. Higgins, M. Allen, N. Westhus, R. Cole, T. Gasmi

**Guests in Attendance:** L. Arnold, R. Wood

**Call to Order:** Dr. Dorsey called the meeting to order at 8:35 a.m.

**Approval of Minutes from the April 6, 2016 meeting:** Motion made by R. Cole to approve the April 6, 2016 meeting minutes and seconded by J. Burwinkel – unanimous approval.

**Updates:**

*Academic Programs*

- Project Management Major - continues to be developed. It is anticipated that it will come to the committee again in the fall.
- Performing Arts Madrid Minor – has been approved by the Provost.
- Bioethics and Health Studies Major - continues to be developed.

**Academic Program Proposals**

**Business Analytics Minor – Dean Higgins**

Points of interest:

- 18 credit minor opportunity for students in the sciences, engineering, and the arts.
- The start date will need to change from Fall 2016 to Fall 2017 – this proposal has passed the approval period for Fall 2016.
- Recommendation to review and update the proposed assessment plan - adding breadth to the measures would be good. For the two outcomes proposed, suggest increasing the rigor. Reported that JCSB is moving in a direction so each of the required courses in a major will have assessment whether it be knowledge based or one of the four other things which we are in the process of defining, whether it be writing, ethics, etc. It will be more robust towards what the goals are for that particular major. Recommend to continue to work with Kathleen Thatcher to refine assessment plan.
- 1.2 has been updated per earlier recommendations - it was expanded to include the mission of the college.
- Can one or two of these courses be “doubled dipped” with some other course that students from other majors take? Per the University practice, if a course meets the requirements of a major, minor, certificate, it counts.
- Note that the sequencing of the non-business classes is still in the three digit format.
- OIR noted that the University no longer requires a market survey for minors.
- The department has requested a letter from the Registrar’s Office – letter in progress.
- Plan to review action items at May subcommittee meeting.

## **Informational Updates**

### **BS Emergency Management- Lauren Arnold**

Points of interest:

- UAAC Substantive Change Task Force reviewed the proposed changes and supporting documents. The task force determined these changes were informational only.
- The proposed changes specific to the science core for the Emergency Management BS. Currently that science core requirement is eight credits and it specifically states that students must take biology 1040 and biology 1060.
- Student assessment has shown that students struggle in these courses. Student surveys have identified that students would like to have more broad science course options to align better with career possibilities.
- Public Health reached out to a number of departments to expand courses and plan to offer additional biology and earth and atmospheric science (EAS) options for student to fulfill the 8 credits. Chemistry was not able support adding chemistry to the list as they are very oversubscribed in their courses right at this time.
- For students who transfer into the major as sophomores or juniors with previous chemistry coursework it may be applied to the major requirements. If a student has taken courses outside of the university, they may be applied to the required major courses.
- Concerns were noted that chemistry cannot accommodate SLU students in chemistry courses. Need to identify chemistry options for our students, especially with the number of STEM options on campus. We need to provide courses for our students and not send them to another institution to gain their chemistry credit. Noted larger issue may be how, as an institution, we support the necessary faculty lines to accommodate our students. Noted similar capacity issues in the biology courses, not only personnel resources, but also course/lab space.
- Recommendations to alter language to more general statements, such as, *exceptions can be made or exceptions will be considered for biology and EAS courses.*
- Why are physics courses excluded? Physics did not respond to PH request.
- Recommendation to collect data on the type and number of courses substituted each year and how many students take courses to meet requirements outside of SLU.

## **Academic Policies:**

### *Academic Amnesty*

Points of interest:

- All updates from the April UAAC meetings have been incorporated into the revised policy.
- Second to last line in notes: need to change University Register to Registrar.
- If a student has some bad semesters here or leaves and goes to UMSL and then three years later wants to come back, it still applies to them. Yes. As we mentioned in the past, credit they took elsewhere would fall under our normal transfer articulation model.
- Should a student be re-admitted on probation? It was identified that any student who is readmitted is subject to the University probation and dismissal guidelines.
- Jay Haugen has inquired with admissions whether or not there will be an academic amnesty box on the re-admit application.

Motion by J. Langan to approve with changes noted, seconded by J. Burwinkel – unanimous.

### **Update on Center for Undergraduate Research and Scholarship (CURS)**

The task force - L. Dorsey, R. Tait, R. Mayden, and J. Perolio – has submitted a proposal to the Provost identifying the need to support undergrad research on campus, students, faculty, and staff. This was followed-up by a faculty survey; the results are currently being analyzed and will be presented to the Provost accordingly. The Reinert Center is available to support development work with faculty who are interested in incorporating undergraduate research in a more structured manner in a course curriculum or in a another type of learning experience.

**Syllabus draft document feedback** – some feedback has been received from A&S. Reminder to gathering language about the draft document with regard to resources and tools for faculty. We know accommodation language is required and that Title IX is a strong recommendation per the Office of Civil Rights.

### **Announcements:**

- Four Saint Louis University students were awarded a Fulbright this year.
- For the 2016-2017 academic year, The Reinert Center's will focus on a set of theories and practices around the concept of inclusive course design and instruction. They are wrapping up the Culturally Responsive Teaching Academy pilot for this year. There were nine FT/PT faculty and graduate instructor participants. The pilot was designed to build capacity across the university for people teaching courses with a high concentration of international students in light of INTO and pathway courses. Plan to apply to those who will be teaching INTO pathway courses next fall and spring or faculty who will be teaching courses with high concentration enrollments of international students. That program is a yearlong commitment for those who participate. It starts with a week long, summer experience. There is an incentive for participation. Faculty receives a stipend or professional development funds. Graduate students who participate receive professional developments funds.
- A new director for Disability Services, Matt Sullivan, has been hired and will start July 1<sup>st</sup>. He is currently the coordinator of academic support. We need to get approval to hire for that position starting in the fall so there is no change in that level of academic support.
- The JCSB is working on assessment and converting concentrations to majors next year.
- Institutional assessment update - 68 complete student portfolios this year vs 17 for last year. Last year we asked students to try to give us artifacts for all of our four learning outcomes, this year we asked them to give us artifacts for the 2<sup>nd</sup> learning outcome only. Annual leaning outcomes workshop will be held in June.
- We will be losing two reference librarians at the end of the year.
- One of our Madrid nursing faculty will be visiting and working on the St. Louis campus this summer. We just received approval for two full time faculty positions open since last May – two faculty resign at the end of the academic year. Continue to recruit new full-time faculty because almost two-thirds of our undergraduate faculty are adjuncts.

- Madrid will offer the Health Science Program starting in fall 2016. Summer nursing program is being finalized and should go live in the summer of 2017. Currently hosting the John Cook School of Business and summer law program.
- Honors has hired a permanent advisor and pre-health/pre-law has hired two advisors. Beth Embry is finishing up her interim role as director in the pre-health/pre-law. The Provost's Office continues to work on staffing the director position.
- Comments regarding difficulty with availability of only six parking spots in the Laclede Garage for south campus personnel.

Adjourned 10:03am