

ACADEMIC AFFAIRS COMMITTEE

January 27, 2004

Members

Present: Bob Austin, Mike Bellah, Diane Brice, Cherie Clifton, Bill Crawford David Fike, Mary Graff, Kim Hays, Judy Johnson, Jerry Moller, Ken Pirtle, Jim Powell, Kathy Reed, Bob Sloger, and Mark Usnick

Members

Absent: R. E. Byrd and Toni Brasher

JANUARY 13, 2004 MINUTES

Reed moved, seconded by Crawford, to approve the January 13, 2004 as submitted. The motion carried. The minutes distributed via e-mail.

SCIENCES & ENGINEERING DIVISION

Electronics Systems Technology, Networking Technology

The members reviewed the tabled proposal to add a Network Security option to the AAS and Certificate in the Electronic Systems Technology – Networking Technology Options and the addition of the following courses:

ITNW 2353: Supporting Proxy Services

ITSY 2301: Firewalls and Network Security

ITSY 2341: Security Management Practices

Austin moved, seconded by Powell, to approve the request. The motion carried.

Physical Sciences - Chemistry

Graff noted that there requests were “Housekeeping” changes for catalog.

CHEM 1312 – add to prerequisite “Chem 1311 **with a grade of C or better**”

CHEM 2325 – add to prerequisite “Chem 2323 **with a grade of C or better**”

CHEM 2223 – add Organic Chemistry I **Laboratory**

CHEM 2323 2225 – Add Organic Chemistry II **Laboratory**

Graff moved, seconded by Sloger, to approve the requests with the noted correction.

POLICIES, PROCEDURES, NEW FACULTY

Crawford noted that Patsy Lemaster, Director of Professional and Organizational Development, is forming a committee to work on developing a formal orientation for new and interested faculty which will cover procedures, rules, etc. He said he is not sure where that going and how it will impact what the Academic Affairs Committee is discussing. It has been noted that new faculty are being hired which have never taught before but the process would be beneficial for them as well as all new and interested faculty.

The list submitted by Fike is just a starting point. It was noted that there are resources on the WEB.

Bellah noted that division and departments have unique aspects but believed there could be general information provided.

Bellah suggested that Crawford represent the Academic Affairs Committee on Patsy’s committee and bring appropriate items to the AA Committee for review, suggestions, etc.

Lemaster joined the group to expand on the plan for the New Faculty Training Program. She noted that she wants/needs a beta testing of the project. Currently not planning on part-time

faculty participation but hope to get it on line and then it would be more feasible.

Johnson noted the she perceives that the AA Committee members would be a resource to submit and answers questions for the new faculty training program.

Bellah noted that in past meetings Dr. Byrd seemed to be concerned with academic principles such as student privacy but not the nuts and bolts or procedures.

The members discussed and agreed that they need more clarification from Dr. Byrd on this project.

CATALOG – TASP Statement for TASP waived certificates and course prerequisites

Proposed statement for “TASP waived certificates” was distributed and will be discussed at the next meeting. Johnson will work with Bell and Clifton to propose standardized statement for prerequisites.