

Middle Georgia State University
Meeting 6 of the Academic Affairs Board
February 23, 2018
10:00 am
The Education Building Room 317

Present: Dr. Shane Trayers; Dr. Charla Baker; Dr. Victoria Guarisco; Dr. Rhonda Amerson; Dr. Johnathan Yerby; Dr. David Kang; Dawn Knight; Dr. Stephen Taylor
Guests: Dr. Deepa Arora (Academic Affairs); Dr. Amy Berke (English); Adam Holloway (Aviation); Dian Mitchell (Registrar); Provost Jon Anderson

1. Call to Order 10:00 a.m.

2. Review and Adoption of the minutes from Meeting 5
First – Dr. Kang; Second – Dr. Baker.

3. Review of Proposals

a. From the Department of English

C-ENGL-01-AA-2017-2018 Course modification Change in course description for ENGL 0099
Dr. Berke explained that this is a USG-mandated change. Learning Support classes are being redesigned as part of a GTC (Gateway To Completion) initiative. The addition of one credit hour will allow to provide more in-depth content to this course.

First – Dr. Kang; Second – Dr. Yerby. Approved.

b. From the Department of Media, Culture, and the Arts

P-MCA-01-AA-2017-2018 Program modification Clarify credit hour requirements for B.A. in Contemporary Musicianship

Dr. Wengier that this is simply to correct an oversight from the program proposal regarding credit hour distribution. 4 courses are being moved from the electives to the required course area.

First – Dr. Kang; Second – Dr. Yerby. Approved.

c. From the School of Aviation

C-AVIA-06-AA-2017-2018 Course modification Change in course description for AVIA 3031
Mr. Holloway explained that Aviation just acquired a new aircraft that provides the opportunity for more advanced upset recovery. The proposed change in credit hour reflects the added content to the course. The AAB asked questions about the lecture and lab hour distribution, and commented that our best practice currently is to have the number of lecture and lab hour equal

the number am e1 (l)7 (ct)1 (o2 (mb)7 (rs1 (.)-6 (Ms1 (.)-6 (Han)1o2 (ml3 (a)-(a)ar (mwan)1a).1 (-6 (e1 (x -

mendment: change the effective date to Fall 2018

mendment: change the lecture hours to 1 hour and lab hour to 1 hour

rst –

d. From Academic Affairs

PY-MGA-03-AA-2017-2018 New policy Makeup work in classes missed due official university functions

Dr. Arora explained that this policy is being proposed because student athletes have sometimes had to make a choice between participating in an athletic event and going to class. This policy will also apply to students outside of the athletic department who are attending such university-related events as conferences, or musical and art performances for instance. Dr. Arora noted that this policy pertains only to university-related events and that each absence must be supported with a letter from the responsible faculty or staff member.

Concern from AAB: The policy states that the students should advise their teachers “no less than 4 weeks prior to” their absence. It might be difficult in some cases (such as competitions where you do not know if you are going to be a finalist for example) to be able to meet the 4-week provision. Amendment of language: Rephrase the last sentence to the following: “Students who are to be absent must provide an official notification from the faculty or staff member sponsoring the event to the instructor of their classes in a timely manner.”

First – Dr. Trayers; Second – Dr. Yerby. Approved as amended.

PY-MGA-04-AA-2017-2018 Policy modification Modify requirements for hardship withdrawal

Dr. Arora explained that this policy addresses hardship withdrawal cases. Currently, if the hardship occurs in the spring, students have until the midterm of the following fall to petition for hardship. What has been happening is that students are applying 2-3 years after their hardship semester. The proposed change in policy provides more time for students to file their petition if their hardship is of longer duration. If they need additional time, students have to provide additional documentation that they could not file on time.

Q: What happens when a student files a hardship withdrawal? In the transcript, the courses will show as W vs. F. For financial aid, if they received their money from financial aid, they will have to give the money back if they have not attended 67% of the semester.

Dr. Arora and Ms. Mitchell noted that some students repeatedly file for hardship withdrawal and that there will need to be a different policy that directly addresses this issue. AAB members noted that there would need to be exceptions in such cases as long-term illnesses for instance and Dr. Arora added that there will need to be room for latitude according to the specific situation. First – Dr. Trayers; Second – Dr. Yerby. Approved.

4. Other items of business

Provost Anderson addressed the critical role of the faculty senate in faculty representation. He underlined the fact that faculty representatives should be the liaisons between the committee to which they belong and their department so that there are open lines of communication.

Provost Anderson added that shared governance is essential to the functioning of the university and that he will call and rely on the Faculty Senate.

Dr. Anderson also asked the AAB to be active in ensuring the quality of the programs and to not just rubber stamp proposals.

Finally, Dr. Anderson asked the AAB to review Area B. Is what is included in our Area B our institutional priority? FYI can no longer be part of the core but we could have a 1 credit hour approach that addresses the learning process for instance.

In response to Dr. Anderson’s charge, Dr. Stephen Taylor, Chair of AAB, formed a subcommittee (Dr. Yerby, Dr. Guarisco, Dr. Wengier). The task of the subcommittee is to devise

a way to gather data on faculty perceptions of Area B. the subcommittee is to report by the next board meeting.

Dr. Wengier relayed discussions that have occurred in the Media, Culture, and the Arts Department regarding Learning Support students and online courses. She explained that there have been issues with LS students taking online courses and not doing well in an online environment, and continue to be placed in online courses. Some faculty members would like a policy in place that prevents LS students who have not performed well to take online courses. Dr. Trayers suggested that such a policy should also include students on Academic probation. Dr. Baker explained that learning support is going away (per USG mandate) and that remediation will now be based on test scores. Such students will be placed in face-to-face co-requisite courses. This solves the problem for Math students but said students can still enroll in other classes.

Dr. Arora explained that with the upcoming changes to LS, if a student is in both LS English and Math, it will now constitute a 12-hour load. That might solve the problem. Dr. Arora added that advisors never advise LS students to take online courses but sometimes there is pressure from the student and from parents to reach a 15-hour load for financial aid purposes and the online courses are the only option that fits a student's schedule.

Some AAB members objected that some LS students can also be successful in their online courses so a rigid policy would not be helpful. Other AAB members noted that it might be difficult to enforce legally.

Dr. Arora and Ms. Mitchell further discussed the fact that we need to clarify what constitutes attendance and contact in online courses, notably for financial aid purposes. Dr. Taylor suggested that Academic Affairs work on a proposal for this.

Dr. Arora also explained that the student advising center is being resing ceTc -0. Tw (w)2 (oul)-oM2 (n)5 (g c)-1