

FINAL APPROVED MINUTES of the Academic Affairs Board

Meeting date: November 5, 2013

Call to order: A regularly scheduled meeting of the Academic Affairs Board was held in Graves Hall, Room 203 on November 5, 2013. The meeting convened at 11:00AM, Chairperson Will Polik presiding.

Members in attendance: Will Polik, chair; Gabe Southard, secretary; Miguel Abrahantes; Nicki Flinn; Vicki-Lynn Holmes; Steve Hoogerwerf; Pamela Koch; Grace Blank, student rep.; Hannah McShane, student rep.; Mariana Thomas, student rep.; Sarah Fodor, student rep.; Jay Glover, student rep.

Members not in attendance: Andrew Dell'Olio; Rich Ray; Steve Bouma-Prediger

Guests: Carol De Jong

1) Approval of Agenda: A motion to approve the agenda as submitted was made and seconded.

Motion carried.

2) Approval of 10/1/13 minutes: A motion to approve the minutes from the 10/29/13 meeting with one change was made and seconded.

Motion carried.

3) Committee Liaison reports:

None reported.

4) Old Business:

a. Zero-credit course proposal

i. Identify policy issues associated with zero-credit courses:

The following topics were identified for future discussion:

- a) Academic Integrity – tracking participation and/or attendance; tracking faculty involvement in teaching
- b) Defining criteria for eligible courses – define learning experience for proposed new courses; avoid proliferation of zcc
- c) Student Equity – i.e. paying vs. non-paying students in same course
- d) Criteria for eligible students
- e) Student workload – limit # of zcc's
- f) Can a zcc be graded – vs. pass/fail
- g) What are the overall reasons for zcc?
- h) Can a zcc be required? – major/minor program?; as a co-requirement?; only if published in catalog & schedule
- i) Define participation level at the outset of the semester
- j) Cost to College/Financial Implications – loss of student tuition; cost of unreimbursed faculty workload
- k) Recognition of faculty workload
- l) Transfer of zcc's
- m) Underlying issues: 16 credit hour limit without incurring additional charges; recognition of faculty effort

ii. Discuss identified policy issues – tabled until next meeting

iii. Analyze Curriculum Committee proposal for implementing zero-credit courses in light of policy issues - tabled until next meeting

Meeting was adjourned at 11:55AM.

Respectfully submitted:

Dr. Gabe Southard
Secretary
Academic Affairs Board