Academic Affairs Committee Minutes 10/29/12

Prepared by: Taryn Smith

I. Roll Call
   Call to order 10 pm
   Everyone present

II. Approval of Minutes
   Connor motion to approve, Kyle 2nd – approved unanimously

III. Approval of Agenda
   Taryn motion to approve agenda, Kyle 2nd – approved unanimously

IV. Report Outs
A. ASBE – standing request to meet with Deans, waiting to hear back from them; President of AMA meeting did not go as planned, possibly work with him later; mixer between all business clubs better in the Spring but Dan and Zar will be gone so something for transitions
B. Dodge – waiting for Dean, sending a follow up email ASAP; move forward with creating a questionnaire for Dodge, a “what’s the issue” esque campaign for Dodge; focus on enhancing experience if bridging the gap is proving to be difficult
C. CES – met with Assistant Dean for CES, director of IES as well; gained a lot of insight from the meeting; implementing more hands on experience – talked about possible internship with Assistant Dean
D. COPA – waiting for a response from Dean, have met with two heads of the departments already, key card access not looking like it’s going to move forward; resending an email; currently working on the subsidizing of tickets for other departments for COPA events
E. Wilkinson – meeting with Julia to come up with agenda for meeting with the Dean on November 9th; reach out to clubs we know to use SGA as a resource

V. Internal Development
A. New Meeting Time
   Keep as is – Monday 10pm
B. Structural Changes
   New format of meeting; appreciates feedback
C. Means of Communication and Feedback
   Improving feedback after every meeting; everyone prefers texting

VI. Status of Current Projects
A. Book Reserve Expansion
   Dan met with Chris, each individual department has a budget to buy books related to their department to buy and put on reserve in the library and have to buy the most recent version; dean of the library will have the most collective information see if there are guidelines as to which books they buy or if its a budget issue; dean of library out of town this week so no meeting set up; if can’t figure out budget issue maybe just push to recommend professors to provide a copy for reserve in the library; timed reserve check out
VII. Presentation of New Projects
A. Re-Allocation of Classes
   each school gets a certain number of classes to offer per semester but only based on people’s majors, not minors; petition for re-allocation of classes based on how they are impacted; Dodge, COPA, and Argyros don’t have as much a problem as Wilkinson or CES; hopefully new classrooms in Doti hall will help; meet with Jean Gunner to learn about the process and including minors
B. Class Consistency Survey
   some FFCs are a lot harder than others and different sections of classes being more difficult than others; go into classes and compare sections and amount of work each requires; problem when it’s a requirement for a major; Connor will bring it up on Friday to senate
C. Fall Break
   figure out a way to measure what the student body wants; Dan is going to type up a survey for senate to do during open forum in Friday, start there then move forward
D. Finals Schedule
   Tues/Thurs 2:30 class final on Friday at 1, need schedule for Registrar

VIII. Open Forum
   mid term grade reports made mandatory

IX. Announcements

X. Next Steps
   Kyle – re-contacting Dean and helping Taryn with finals schedule;
   Connor – re-contacting dean, mid semester grade reports, discussion point for consistency of classes;
   Dan – meet with dean of library and Chris, survey for fall break for senate on Friday;
   Taryn – create agenda with Julia for meeting with the dean, email about finals schedule;
   Natalya – follow up with internship opportunity, meet with Chris about allocation process and budgets and minors

XI. Adjournment
   Kyle motion, Connor 2nd – approved unanimously
   Adjourned at 11:16pm

Approved

[Signature]

Natalya Subbotina
Academic Affairs Committee Chair
11/5/12