

Approved: 10-8-13

CAAC #4

INDIANA STATE UNIVERSITY  
FACULTY SENATE  
CURRICULUM AND ACADEMIC AFFAIRS COMMITTEE

CAAC 2013-2014  
Larry Rosenhein, Chair  
October 1, 2013  
MINUTES #4

Members Present: R. McGiverin, A. McLeod, D. Malooley, L. Rosenhein, B. Skinner, E. Strigas, K. Ward

Student members:

Ex-officio: L. Brown, D. Collins, K. Harris, L. Maule, C. Otts, Y. Peterson, S. Powers

Executive Committee Liaison: R. Guell

Absent: D. Bolinsky: Seminar, K. Bolinsky: Class,

Guests:

L. Rosenhein called the meeting to order at 12:34 PM.

1. A motion to approve the Minutes of Meeting #3 (9-24-13), was made and passed, 6-0-1, (Ward/Skinner).
2. R. Guell clarified that the Baccalaureate Degree document passed by CAAC and Senate was the accepted number of credits and semesters (71 and 7) that programs were to meet by the December 2014 deadline. Programs not meeting the requirements must make necessary modifications or present documentation to CAAC to apply for an exemption. At the next program change, the unit must modify the degree to meet the six semester completion or present the required documentation to apply for the exemption. This means that any program greater than or equal to 72 credits or cannot meet a seven semester completion sequence must formally apply for an exemption.
3. Senate charges. Again there was vigorous discussion on charge #3 concerning the implementation of the baccalaureate degree size document. Issues identified: The requirement for a timeline for the review process. The need for a clearly defined set of criteria for evaluation. A clearly defined core transfer policy. A refined listing of what programs will be required to request an exemption, (including concentrations?) The frequency of course offerings, including the prerequisite structure. The materials sent to the departments must be complete and a policy on actions required if they are not exempted must be formulated. Should there be a probationary period? It was noted that the original document contains much of this information, so could it be used as a starting point? Course efficiency was discussed-are learning outcomes tied to a specific course? Can these be met with fewer courses? A noted problem will be those students taking mostly FS courses in the

first year may not be taking the required FS courses in a major. The high school student coming to college should be on the STEM core. All degree programs should have a degree map. Students must be able to see the map for their major, or at least be provided with an “interest area” map. This will guide what FS courses should be taken in the first year without harm. It appears that incoming students must be able to complete up to six credits of remedial Math/English. By NSO in June, degree maps must be provided that allow students to graduate in four years. On the analysis form, #5 Required FS courses should note specific courses required in a major, should be marked in the degree map, all prerequisites should be mapped out so they may be clearly seen. The distinction of six vs. seven semesters must be clarified. It must clearly denote all prerequisites, all FS requirements, all course offering frequency-every semester, once a year, less often; when?. Programs easily meeting all requirements may complete a degree map, answer the questions, turn it into the dean for verification and they are finished. The Deans will then submit a letter of verification for all programs in this situation. Any program not being able to do the simple verification will have to submit the full review package. Deans will assure each program is either verified or has submitted documents for an exemption. This will assure that all 80 programs are accounted for. A CAAC Sub-committee consisting of R. Guell, L. Rosenhein, and S. Powers will construct an initial document. Again the question of concentrations was introduced, a decision will have to be made concerning this. Should each concentration be considered as a separate program, or if a student can complete one concentration in the allotted time, does that fulfill the letter of the requirement even if other concentrations cannot?

4. Executive Committee Report: R. Guell stated that there will be a taskforce formed on department responsibilities and duties.
5. University College Report: L. Maule stated that all is well. 2300+ students have been contacted during September. Advisors are beginning to advise students now for the Spring term and will continue through registration in November.
6. The Committee adjourned at 1:53 PM

Respectfully Submitted  
David J. Malooley, Secretary