

ACADEMIC AFFAIRS COUNCIL

MINUTES

TUESDAY, 3 April 2018

2:10-3:00 P.M. - 107 LABORATORY OF MECHANICS

I. Call to Order [Minutes recorder: Andrea Wheeler

Members present: Tim Bigelow (chair), Andrea Wheeler (recorder) Courtney Vengrin, Bill Dilla, Doug Jacobson, Frank Peters, Christine Campbell (No Quorum)
Guests: 2 – Dawn Bratsch-Prince and Sara Kellogg

II. Approval of Minutes of 6 March, 2018

Motioned to approve – seconded. Minutes approved.

III. Announcements: None

V. Committee Reports:

- A. FS Curriculum Committee – Jacobson – No report
- B. Academic Standards and Admissions Committee – Peters – No report
- C. Outcomes Assessment Committee – Vengrin – No report
- D. Student Government – Not present

VI. Unfinished Business:

- A. Requirements for a minor – Jacobson

VII. New Business:

- A. Classroom Disruption Policy

Dawn Bratsch-Prince and Sara Kellogg presented the revised policy document for classroom disruption to the committee. This revised policy expands the recommended processes to address student disruption and gives clarity to the role of faculty and department chair. This policy can apply not just classrooms, but any learning environments: virtual learning environments, design studio and relates also to study abroad. The policy provides information about what assistance is available and sample emails in a tool kit.

Emails from faculty often go to the Dean of Students office but this policy aims at providing clarification about process. Those preparing the policy looked at other institutions, but while most students will respond to redirection in the classroom: the policy document describes how best to involve department chairs and when and how this is appropriate to best address disruptive classroom behavior. Most importantly it clarifies the roles of the faculty in the management of such behavior.

It was discussed by the committee that TA/RAs need to be aware of this, as the policy relates to ‘instructor of record’ when they are in charge in a class. Disruption can

happen to a TA/RA and they can be ill prepared and unaware of how best to handle these classroom disruptions.

One of the important recommendations of the document is that faculty communicate behavioral expectations at the beginning of class.

The committee suggested some “wordsmithing” to the document but all were in favor. Nil opposed. It was then passed back to the faculty board.

B. Summer Credits to Balance Dismissal

Report given on summer option for students in Dismissal Status. In summary, students require the following:

2.0 GPA to be dismissed but can take summer options so not be dismissed but still two thirds of those that take the summer semester still get below a 2.0. The committee discussed the value of removing the summer credits option and the committee suggested data was needed for underrepresented groups to ensure they were not adversely affected by this policy.

C. New Business

Concern was brought to the committee about Canvas and whether students should have access to a course after the end of that course. From the student perspective it would be good to have access to the course but from the faculty perspective it could impact on the delivery of the course to new students – especially in terms of quizzes or exams. Concern was raised about the IP (Intellectual Property) of the course and whether faculty take up someone’s course and just use it. (Reference was found to Faculty Handbook section 8.3.6). The committee expressed concern whether students could have access to exams or the next year from their friends but also discussed the settings of Canvas and limiting participation between certain dates. Faculty do it seems have the freedom to change this.

VIII. Adjournment

Meeting adjourned at 3.00 pm