

# Meeting Minutes: Committee on Academic Affairs

**January 24, 1997**

**DeKalb College, North Campus**

The quarterly meeting of the Administrative Committee on Academic Affairs was held on the North Campus of DeKalb College on January 24, 1997. Chairman Stapleton covered the meeting at 10:00a.m. and the meeting was adjourned at 2:40 p.m. A list of attendees is attached.

Actions taken were as follows:

1. The Executive Committee recommendations regarding the requests from the Foreign Language Committee were approved as distributed.
2. The Executive Committee recommendations regarding the requests from the English Committee were approved as distributed.
3. The requests from the committees on (1) Computer Science & Systems Analysis and (2) Geological Sciences & Geography were reviewed, as no actions were necessary.
4. Frank Butler gave a status report from the Committee on Undergraduate Education. The ACAA approved the recommendation that Nursing be included with the Health Science disciplines regarding Area D in the new core.
5. Joan Elifson discussed the issue of a standard method for computing the graduation GPA. A straw vote indicated a moderate preference for such a standardized approach. A committee will work on this issue and present a recommendation at the Spring meeting of the ACAA.
6. Kathleen Burk reported that recommendations regarding the Regents' Testing Program would be forthcoming for the Spring and Summer meeting.
7. Jim Muyskens described the planning initiatives that are underway at the University System of Georgia level. He distributed a draft of principles for academic program planning and received feedback from the group on the document.
8. John Preston gave an overview of international studies initiatives which included a presentation by Georgia College & State University and a demonstration of the Web site for USG international studies initiatives.
9. Pete Silver gave an update on tenure on appointment and external degree program policies. A report on external degree programs will be forthcoming in the near future.
10. David Morgan provided the members with a handout regarding waiver requests from all institutions

regarding the 120 hour limit for baccalaureate degrees.

- 11. Cathie Hudson described the phase-in plan for the new admission standards. Each institution is being asked for a progress report on this. The report will be due to the System office on March 3.
  
- 12. Jim Muyskens covered the following topics:
  - a. Common course numbering memorandum.
  
  - b. QCC materials to academic committees for comment.
  
  - c. Faculty development proposals--request has been broadened to include "long term" faculty involved in the delivery of vocational/technical programs at two-year units.
  
  - d. Letters of certification regarding various faculty policies.
  
  - e. Faculty workshop on connecting teachers to technology has been changed to provide institutional decision making regarding the use of funds for each participant and to provide more lead time for nominating individuals. One caution--will be moving ahead before we are completely sure of funding.
  
- 13. Morgan Stapleton announced the formation of the following three committees.

<b>Program Accreditation Issues</b>		
Ed Rugg	Bill Prokasy	Willie Johnson
Harry Carter	Barry Goldstein	David Morgan
<b>Academic Program Review</b>		
Ron Henry	Lloyd Benjamin	Josephine Davis
Janis Reid	Tim Hynes	David Morgan
<b>Admission to Career Programs</b>		
Frank Butler	Cathy Fuller	Joe Kirkland
Margaret Smith	Walter Peacock	David Morgan
Joan Elifson		

- 14. Morgan Stapleton covered the following topics:
  - a. Plus/minus grading--this issue will be on the Spring agenda for action. Please address comments and questions to Bill Prokasy prior to our Spring meeting.

- b. Date for the Spring meeting has been changed. A firm date will be established soon--likely to be in early May in conjunction with a conference involving the Board of Regents' distinguished professors.
- c. Summer meeting will be August 3-6 at Brasstown Valley.
- d. Please provide issues and/or possible themes for the summer conference to Dr. Morgan.

Respectfully submitted,

Harry S. Carter  
Chair-Elect

<b>ATTENDEES AT ACAA MEETING</b>	
<b><i>Attendee</i></b>	<b><i>Institution</i></b>
Harry S. Carter	Georgia Southern University
Morgan L. Stapleton	Coastal Georgia Community College
Marci M. Middleton	Central Office
Willie E. Johnson	Savannah State University
Joan Elifson	Floyd College
Frank Butler	Armstrong Atlantic State University
Bill Bompart	Augusta State University
Mike Thomas	Georgia Institute of Technology
Ed Rugg	Kennesaw State University
Ernest Benson	Albany State University
Jerry F. Williams	Georgia Southwestern State University
Harris T. Travis	Southern Polytechnic State University
Joe Szutz	Central Office
Elliot W. McElroy	Clayton State University
Robert T. Trammell	Macon College
Paul Beyer	Columbus State University
Tom Jones	Columbus State University
Tom Wilkerson	South Georgia College

Joseph M. Kirkland	Darton College
Ted Harris	Waycross College
Greg Labyak	Dalton College
David Morgan	Central Office
Kathleen Burk	Central Office
Jim Muyskens	Central Office
Paula Dressel	Georgia State University
Karen Hill (for Dr. Margaret Smith)	Bainbridge College
David Tucker (for Barry Goldstein)	Medical College of Georgia
John Black	East Georgia College
John Preston	Center for International Education, USG
Lloyd Benjamin	Valdosta State University
Jan Kettlewell	Central Office
Cathie Hudson	Central Office
Linda Exley	DeKalb College
Tim Hynes	State University of West Georgia
Bill Prokasy	The University of Georgia
Joseph H. Silver	Central Office
Josephine Davis	Fort Valley State University
Janis Coombs Reid	Atlanta Metropolitan College
Bettie Horne	Abraham Baldwin Agricultural College
John Upchurch	North Georgia College
Gregory Powell	Middle Georgia College
James Richards	Gordon College

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