

Meeting Minutes: Committee on Academic Affairs

August 5, 1997

Minutes

The Administrative Committee on Academic Affairs held its annual summer business meeting on August 5, 1997, at the Brasstown Valley Lodge. Dr. Morgan Stapleton, Chair, presided (see attached attendance roster). The following actions were taken:

1. Based upon the recommendation of the nominating committee, Dr. Mike Thomas, Georgia Tech, was elected secretary and chair-elect.
2. Dr. Muyskens introduced the staff from Academic Affairs and described their major roles.
3. Dr. Muyskens announced the appointment of two faculty associates for the 1997-98 year, one each from Kennesaw State University and North Georgia College and State University.
4. Dr. Muyskens reviewed goals 1-4 for 1997-98 (see attached).
5. Dr. Cathie Hudson discussed goals 5 and 6 (see attached).
6. Dr. Jan Kettlewell discussed goals 7 and 8 (see attached).
7. Dr. Barry Goldstein gave a report from the subcommittee on program accreditation.
8. Committee recommendations? Dr. Stapleton reported the following:

Since our last meeting, the following committees have submitted minutes:

Academic Advisory Committee on Foreign Languages - November 15, 1996

Academic Committee on Computer Science and System Analysis - April 25, 1997

Academic Committee on English - July 14, 1997

Academic Advisory Committee on Physics and Astronomy - April 14, 1997

Academic Advisory Committee on Libraries - January 14, 1997

Regents' Advisory Committee on Mathematical Subjects - November 22-23, 1996

Regents' Advisory Committee on Psychology - December 5, 1996

Except for the three listed below, these minutes contained no recommendations or contained only recommendations concerning common course prefixes, numbers and content or refinements in previously recommended Area Fs. These recommendations are submitted to the Undergraduate Council.

- a. AAC on English recommends:

that CLEP credit be given for English 1101 with a percentile score of 50 and without a written essay being required, and that CLEP credit not be given for English 1102 under any circumstances.

that Advanced Placement (AP) credit be given for English 1101 with a score of "3" and a passing score on an essay administered by the institution in a manner consistent with the procedures for administering the essay part of the Regents' Test, and that AP credit not be given for English 1102 under any circumstances.

ACTION--Referred to the council on General Education for consideration of this issue for the appropriate disciplines.

- b. The AAC on Foreign Languages recommends:
that the two-year institutions provide FL instruction through the FL 2002 level and that students of two-year institutions be advised of the FL requirements of various degree programs in four-year institutions.

ACTION--Rejected on the basis of institutional autonomy. However, the Chief Academic Officers are urged to assist with the provision of accurate information regarding the FL requirements for the various degree programs within their respective institutions.

- c. The AAC on Foreign Languages recommends:
that at least one half (of the two percent target population) of Georgia's University System students studying abroad should be studying a foreign language.

ACTION--Rejected on the basis of institutional autonomy. However, each institution is encouraged to carefully consider the merit of this proposal as a guideline.

In closing, Dr. Stapleton transferred the gavel to Dr. Carter as chair for the 1997-98 year.

Respectfully submitted,

Harry S. Carter
Chair-Elect

ATTENDEES AT ACAA MEETING	
<i>Name</i>	<i>Institution</i>
Harry Carter	Georgia Southern University
Cathie Mayes Hudson	Central Office

Kathleen Burk	Central Office
John Wolfe	Central Office
Marci M. Middleton	Central office
Linda A. Williams	Central Office
Barry Goldstein	Medical College of Georgia
Joan Elifson	Floyd College
Ed Rugg	Kennesaw State University
Bob Trammell	Macon College
Roger Nye	South Georgia College
Bettie Horne	Abraham Baldwin Agricultural College
David Morgan	Central Office
Ralph Hemphill	Georgia College & State University
Andrea Harding	Georgia College & State University
Bill Prokasy	The University of Georgia
Jennifer A. Lund	Central Office
Morgan Stapleton	Coastal Georgia Community College
John Upchurch	North Georgia College
Bill Bompart	Augusta State University
Gregory Powell	Middle Georgia College
Linda Exley	DeKalb College
Katherine Fuller	Gainesville College
Joseph A. Mayo	Gordon College
Jan Kettlewell	Central Office
Greg Labyak	Dalton College
William L. Tietjen	Georgia Southwestern State University
Elliott W. McElroy	Clayton State College
Ted Harris	Waycross College
Joseph M. Kirkland	Darton College
Margaret Smith	Bainbridge College

Mike Thomas	Georgia Institute of Technology
Joe Szutz	Central Office
Ron Henry	Georgia State University
Joseph H. Silver	Savannah State University
Janis Coombs Reid	Atlanta Metropolitan College
Jerry L. Hardee	Albany State University
Tim Hynes	State University of West Georgia
Lloyd Benjamin	Valdosta State University
John Black	East Georgia College
Josephine Davis	Fort Valley State University
Frank Butler	Armstrong Atlantic State University
Harris T. Travis	Southern Polytechnic State University
Jim Muyskens	Central Office

1997-98 Goals*

Office of Academic Affairs, University System of Georgia

(Not in Priority Order, 08/01/97)

1. Admissions Phase-In

- Develop Policy (Nov. Board) and Procedures (Draft at Oct. CAO Meeting)
- Monitor/enrollment targets
- International
- Developmental Studies--Valdosta and Savannah
- SAT II Standards for remaining areas
- Postsecondary Options-Revise rules/disseminate

2. Semester Conversion

- Fall 98 Phase-In Plans
- Core Curriculum Implementation
- Core and Semester Conversion Web Sites

3. Program Review

- Incorporate Results of State Needs Assessment
- Develop Pilot Models for Review of Existing Programs
- Follow-up New Programs Approved Three Years Ago
- Incorporate Program Accreditation Guidelines in Both Above
- Revise "Degrees & Majors Authorized" Inventory
- Develop and Implement Distance Education Policy
- Conduct Analysis of External Degree Sites

- Conduct Analysis of Distance Education Sites
- 4. System Academic Structure
 - Undergraduate/General Ed./Majors Councils
 - Academic Advisory Committees
- 5. Policy/Planning Initiatives
 - Develop Research Agenda
 - Common Data Initiatives (DOE/DTAE/DOL/INS)
 - Retention and Graduation Rates (Actual vs. Predicted)
 - Student Satisfaction survey
 - Standardize Certain Banner Tables
 - Research Advisory Committee (Conflict/Ethics)
 - Curriculum Inventory Report--revise data system
- 6. Needs Assessment
 - Savannah/Coastal Georgia
 - Metro Atlanta
 - North Georgia
 - Comprehensive Planning
 - School Personnel Supply and Demand
- 7. Teacher Education--Board Initiative
- 8. P-16 Initiative
 - Academic V.P.'s, Arts & Sciences and Education Deans--Discussion on Teacher Education
 - Continued Work of Local P-16 Councils and P-16 Network
 - Early math placement test
 - Standards-Based Admissions-pilot
 - P-16 Linked Student Data Base
 - Co-Reform of Schools and Teacher Education
 - P-16 Alignment of Student Expectations, Curricula, Assessment
 - Closer Alignment of P-16 and PREP
 - Evaluation of P-16 and PREP
- 9. Faculty Development
 - Faculty Associates
 - 1% Funds
 - Faculty Grants, Workshops, and Conferences
- 10. Procedures for Comprehensive Review of Administrators
- 11. Georgia Postsecondary Education Collaborative Council (GPECC) Initiatives
 - Transfer of Credits
 - Data Exchange
 - Bridging to Traditional Degrees
- 12. Student Initiatives
 - Common System Admissions Application

- Hope Scholarship Data (SFA Data Base System; Financial Aid Report)
- Exchange Visitor-J-I International program

13. Follow-up Activities

- Mission Review
- Evaluation of P-16 and PREP
- Collaboration/National Patterns projects
- Review Board Policies and Academic Procedures/Manuals
- Revise Internal Promotion and Tenure Review Process

14. Review Regents Test

15. Facilities/Academic Affairs Cross Teams visit campuses

*In addition to routine administrative activities and reports.

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