

All University Committee

Thursday, May 5, 2022

3:30 p.m.

Virtual via Google Meet

Committee Members in Attendance:

Franca Barricelli, Laura Bayless, Deborah Benes, Catherine Canney, Joseph Cautela, Rachelle Dermer, Rala Diakite, Steve Fiedler, Sydney Kinz, Kerry Mcmanus, Daniel Sarefield, Elisabet Takehana, Kisha Tracy, Amy Wehe

Guests in Attendance:

Mary Baker, Eric Budd, Michael Greenwood, Irene Martyniuk, Zachary Miner, Audrey Pereira, Jason Smith, Donald Tarallo Jr, Heather Thomas

Meeting called to order at 3:32 p.m.

Acceptance of Sub-Committee Minutes

Motion: Steve Fiedler Second: Joseph Cautela

- Curriculum Meeting: March 17, 2022
- Academic Policy Meeting: March 29, 2022

Vote: 12/0/0

Approval of AUC Minutes

Motion: Steve Fiedler Second: Joseph Cautela

AUC Meeting: April 7, 2022

Vote: 11/0/2 (Y/N/A)

The AUC March 3, 2022 minutes we still have to approve, will approve them at the next meeting.

Acceptance of Registrar's Notes from May 5, 2022

We will need to discuss at next meeting since correct dates are not accessible on there.

Proposals to Refer

Motion: Steve Fiedler Second: Joseph Cautela

Refer proposals AUC 86 and AUC 87 to the Curriculum Committee.

Vote: 13/0/0

Proposals to Consider for Recommendation of Approval

AUC 64 DP Designations for European Literature Courses (*Discussion continued from AUC meeting: 4/7/22*)

Motion: Steve Fiedler Second: Joe Cautela

Sponsor: Irene Martyniuk

This is continued discussion from last week. We voted to split out the two European Literature courses: ENGL 3070 European Literature I and ENGL 3080 European Literature II.

I teach European Literature II and Lisa Gim teaches European Literature I, but I am speaking for both since Lisa is on sabbatical. There was debate with the literature faculty within curriculum whether should get DP. We did not put Irish Literature forward, did not feel it met the requirements of DP. We thought of it as from the perspective, "If this was the only DP class would I want to take it?". Europe is important and know we have to read in translation. We try to go all over the places in Europe. But understand the hesitation of giving this a DP, so is comfortable with whatever committee decides.

In European Literature we cover a lot of countries and treat it not just as Europe. Feel like we can't ignore Europe in literature, history, and all other areas.

Committee member wanted to pick up where discussion left off last time. If you are studying a number of European countries, there could be some comparisons between them, which would be useful. But when studying one country and comparing it to your own experience, that could be more fruitful and reflective. It would great to have students taking these in courses that focus on more marginalized countries. Feel it might not be as impactful if they are taking a course that focuses on a lot of countries as once.

We know how the sponsor teaches the class, but is there a safeguard of if other professors teach this course? Sponsor answered, no there is not. Someone else could teach it differently and certain regions. So can't say yes or no, can't guarantee at all.

Another committee member stated the wording in the guidance document on DP, does not say anything about Non-Western or about Europe how curriculum did. Feel this course could satisfy these requirements. Seems this course focuses on the things we are hearing and seeing in the DP's description. Will give students that exposure and don't see any problem with it.

Vote (on ENGL 3070 and ENGL 3080): 13/1/0 (Y/N/O)

AUC 64: DP Designation for Remaining Courses in Proposal

Motion: Steve Fiedler Second: Joe Cautela

Vote: 14/0/0

AUC 63: Transfer Student Experience Academic Success Modules

Motion: Steve Fiedler Second: Joe Cautela

Sponsor: Jason Smith

Seeks to more accurately transfer students' experience. We seek now to more accurately depict what the transfer experience is which is more a module based and we are seeking to change that in the language.

Question 1: If a student does not complete this course will they be able to graduate?

Sponsor: It is in Degree Works. The Registrar's Office uses Degree Works to make sure they complete their graduation requirements. If a student is required to complete these modules, it does show up in Degree Works and they do have to complete it in order to graduate.

Question 2: Are there other courses that carry no credits that are required?

Sponsor: Not that they are aware of. Believe their successful passage of MTEL for licensure. There are requirements before students do other things.

Committee member: Concerned about no credit course that is required that contains important information, that's not taught by a faculty member. Then it has a grade of completed or not completed.

Committee member answered: The chair of the program area checks to see who has not completed it and then the student will be followed-up with.

Student committee member stated there are a few modules that a students have to complete before attending the university, this seems like a module/class hybrid from the view of the students. Feel this is for students to understand the resources they have while at the university. It seems it's going to be helpful to our students. Don't think students will have a problem with it.

Committee member stated there were a few graduate programs that had 0 credits capstone/compensated exams that were part of their program. It worked at the time.

Committee member: Can student do right before graduation or prior to classes? And is it documented?

Sponsor: The goal is for students to complete it before they start their first semester of classes at Fitchburg State University. It will be communicated to the students when they complete their advising. And we will make sure the chairs meeting with the students will be aware of it as well. For those who will be accepted right before classes, we would want them to complete within the first two weeks. The chair in the general education program area would be the one who looks to see completion and then Jason's team would reach out to the student for completion.

Committee member: would there be a hold if they don't complete it? Sponsor: The implementation committee dismissed putting holds. But because it is required for graduation there would need to be a petition for them to prove they completed it as well.

How long take to complete this? Sponsor: It should take 10 hours to complete in total.

Vote: 14/0/0

AUC 67: Fitchburg State University 2021-2025 Academic Plan

Motion: Steve Fiedler Second: Joe Cautela

Sponsors: Cathy Canney and Franca Barricelli

The exercise for this plan started last summer by the academic affairs leadership team. This was from looking at the annual reports submitted by all academic departments. The plan was then shared at the September 1 Development Day. This is the way Academic Affairs is articulating how they will support the achievements of the goals that was articulated in the strategic plan. We received a lot of feedback so this is the revised version based off of the feedback we received. We had open forums, emails, and meetings that we received feedback and conversations on this as well; feedback from chairs and directors from their own meetings that had this on the agendas within their departments.

This current version has sections: 1) Curriculum & Scholarship, 2) Student & Academic Success, 3) Community & Structured Operations.

We were reminded by our NECHE team that the university should be engaging in long term planning and strategic planning; and it should align with the university' mission. They asked to see that within units across the university. We made a commitment and plan that every time the university creates a new strategic plan, each division will be required to create a division plan and how they will support the strategic plan. So it is faculty, staff, and administration units.

Grad Council had friendly amendment to see articulation upfront that it was obvious to reader that plan is meant for all students and all programs. There were no friendly amendments at student affairs, curriculum, and academic policies.

Vote: 14/0/0

AUC 42: COMM 2200 Typeface Design Course Name Change and Repeat

Motion: Steve Fiedler Second: Joe Cautela

Sponsor: Donald Tarallo Jr.

This is to repeat a course which is an elective in the department. So this is to make it a repeatable course. And to change the name from Typeface Design to Font Design. It's a more university recognized term for students and means the same thing.

This will make it flexible for entry requirement and more flexibility of what they can take.

Committee member: How would be different how it would be different if they take it second time?

Sponsor: The first time they have to create a upper case alphabet and second time they have to create lower case alphabet.

Committee member: Will there be both first time students and second time students taking the course at the same time? How would you differentiate between those students in the course?

Sponsor: The first time students take course they learn to do upper case and second time, since students have experience with the alphabet already, they would be creating lower case. Students are working and critique. And they are doing stuff weekly so students who already have experience can help those who are newly taking the course as well.

It's a studio class where there's a lot of one-on-one with the student. Benefit for students taking it again. There's not a lot of readings. There's handouts they have to follow. Historic examples of upper and lower case.

Think this is a unique course that will significantly enhance learning. We've put through petitions from students who wanted to take this twice so there is a demand from students who take it more than once.

Vote: 14/0/0

AUC 43: Remove Certificate in Business Program

Motion: Steve Fiedler Second: Joe Cautela

Sponsor: Audrey Pereira

We are doing housekeeping. We're asking to remove the certificate in business program. Has not appeared in catalog for the last 5 years, it's no longer accepting applications and not active. So just cleaning this out.

Vote: 14/0/0

AUC 44: Remove Business Administration Finance Concentration (Evening Program)

Motion: Steve Fiedler Second: Joe Cautela

Sponsor: Audrey Pereira

Another house cleaning. We do not offer this in the day program and it is listed in evening but we have no students enrolled. It's not accepting students and it's not listed in application. We don't offer finance courses and in the catalog its showing program is under review and it's not accepting any students.

Committee member stated at other institutions finance and we have it as a concentration in our Business program. If we have a desire later to revise this and update the curriculum we want to be careful how we're recording the logistics after we vote. We could ask DHE how we should go about and language/wording on how we should revive it.

Business Chair stated they don't have the bandwidth with finance faculty and wish we had more. We should pause and maybe not put it away. We may be able to expand at some point.

Vote: 14/0/0

AUC 45: Change Prerequisites for BSAD 2020 Introduction to Managerial Accounting

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Audrey Pereira

One goal this year is streamline and do some cleaning up. We're asking to remove and change prerequisites. Faculty who teach intro to managerial accounting, wants students to have the spreadsheet background. And faculty who teach intro to reporting, said students do not need that for their course.

We have emails that show communications between faculty departments. We notified the computer science, engineering technology and math departments and followed up with them afterwards.

Vote: 14/0/0

AUC 46: Remove Prerequisites for BSAD 2010 Introduction to Financial Reporting

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Audrey Pereira

Asking to remove prerequisites. These prerequisites are the computer classes that we're moving to managerial accounting. The faculty who teach this course requested of this; they end up waiving that prerequisite. Pushes out when students can take this course because they had to wait to take this course.

In curriculum there was a question on how would this effect computer science? And we did notify the computer science department and the engineering technology department and we had confirmation from Mahadev that he is not concerned and said students get their computer skills and math prior to taking this course.

Vote: 14/0/0

AUC 47: Remove Prerequisites for BSAD 1700 Introduction to Computer Information Systems for Business

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Audrey Pereira

We are asking to remove the prerequisite. The prerequisite is the math requirement. They still have to do that and take that before they take statistics, we don't feel it's necessary for this course. This should be taken freshman year and with the current prerequisite it would keep getting pushed out for students.

Vote: 14/0/0

AUC 48: SOC Content Clusters

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Zachary Miner

Curriculum friendly amendment: Noticed a discrepancy from 39 credits to 42 credits. So had an amendment to change to 42 credit semester hours.

This is to change the way we are requiring courses. The guidelines suggest there are certain kinds of content courses that students should be taking. During our recent accreditation process we had the external reviewer suggest that we make changes like this and agreed upon by the department and dean.

The idea is to create 4 content clusters from which students have to take from one of the four clusters. Students will have some exposure to one of the four clusters within sociology.

Also we are making SOC 3000 a requirement for everyone to take. We feel this is a core to our discipline.

Vote: 14/0/0 (*With the friendly amendment*)

AUC 51: Designating SOC 1100 as a MAJ Course for SOC

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Zachary Miner

We are asking to designate SOC 1100 as a MAJ course in civic learning.

Vote: 14/0/0

AUC 52: Internship in Sociology

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Zachary Miner

This is to create a nine credit course for a sociology internship. There is an existing 6 and 12 credit courses. We wanted to fill the intermediate spot.

Vote: 14/0/0

AUC 55: Poverty and Inequality in the Developing World

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Eric Budd

Created course to replace a previous course. The more thematic nature of this course aligns nicely with our strategic plan and more attracting for students. There is no prerequisites for this course.

Vote: 14/0/0

AUC 55: Civic learning and DP Designation

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Eric Budd

For DP, each student represents different countries (Asia, Africa, Middle East) and civic learning they learn about challenges and governments and challenges of independent countries.

Vote: 14/0/0

AUC 56: Remove POLS 3800 “Third World Politics, Economics and Society” from Catalog

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Eric Budd

This is going to replace the other course it is part of the international studies minor and will be an elective in political science.

Committee member stated the title of the proposal says it removes the course, but how do we normally do a change in the major? We can add that as a friendly amendment.

Friendly amendment: To change proposal title by saying it is removing and replacing wherever it may appear. Sponsor accepted.

Vote: 14/0/0 (*With friendly amendment*)

AUC 49: MAJ Requests for the Department of Nursing

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Deborah Benes

This is a MAJ designation request for 3 courses in the Nursing program. NURS 4800 is our senior practicum for IHIP and NURS 4400 is Community Health for Civic Learning and NURS 3710 Evidence Base Practice for AIA designation.

Committee member asked if Nursing already have any MAJs? Sponsor stated no they do not.

Vote: 14/0/0

AUC 50: MAJ Designation Requests for the Online RN to BS in Nursing Track

Motion: Steve Fiedler Second: Sydney Kinz

Sponsor: Deborah Benes

This is for the MAJ designation for our online RN to BS program. They are very similar courses: NURS 3710 online for AIA, NURS 4010 online for Civic Learning, and NURS 4600 as capstone to IHIP is an experiential learning course they have projects in the community and with experts in their field.

Vote: 13/0/1 (Y/N/A)

Other Business

Co-chairs stated they will need to add another meeting to the schedule based on how many proposals we still need to go through. So a meeting request will be sent to the committee. It is scheduled for Thursday, May 12, 2022 from 2:30 – 4:30 p.m.

AUC Website Minutes Question: Some of the sub-committee minutes seem like not up-to-date, would it be possible to see if we could expedite the subcommittee, our AUC minutes look fine on the website.

Adjournment

Motion: Steve Fiedler Second: Sydney Kinz

Meeting adjourned at 4:53 pm.

Vote: 14/0/0