09/30/2014
AAAC Meeting Minutes
Meeting Called to order – 3:00 PM.

Participants: Dr. Rosanne Stripling, Dr. Amy Carwile, Dr. Richard Herrera, Dr. Terry Bechtel, Dr. Yi Su, Dr. Ugur Tanriver, Mr. Chris Sinquefield, Dr. Walter Casey, Dr. Godpower Okereke, Dr. Kathy Missildine, Dr. Craig Nakashian.

- **Approval of Minutes**
  Minutes from 9/10/2014 meeting was approved by all present with the change from “Degree Approval Proposal” to “Any Academic Degree Proposal”

- **Change to By-laws and addition of Guidelines and Procedures for items requiring Council Vote**
  Dr. Stripling pointed out that keeping records and documents is very important and we need to send those records to Registrar’s Office in order to demonstrate the evidence.

  In Guidelines and Procedures in Appendix A3 – Items Detail & Rationale, we agreed on having a record of each proposal that is voted on.

  In BYLAWS on Article 5.1 Procedures, Dr. Herrera pointed out that the term “subcommittee” should refer to as “committee” and in Article 6.1: Amendments, Amendments was duplicated and duplication should be removed.

- **Educational Technology Committee Report**
  Mr. Sinquefield gave his committee report based on the meeting that took place on Sep.24th, 2014. They discussed what they were charged with and the initiatives for 2014-2015 as follows;

  1. **Educational Technology Committee Report**
     One of the things that was discussed was the issue of Educational Technology Training Center. The proposal was made to convert a room in the UC to conduct faculty trainings better on the Blackboard, Degree Works and other technology. Issues listed included; the difficulties in securing rooms for trainings, software integrity issues such as missing applications and software on machines as well as glitchy programs.

  2. **RFP For Early Adopters**
     Another item discussed was the implementation of an RFP (Request for Proposal) For Early Adopters to engage in course design using HIPs (High Impact Practices). RFP would be presented in fall 2014 with 20 awards in total;
     - 10 awards @ $5000 for course redesign using technology based HIPs
     - 10 awards @ $5000 for course redesign using technology based HIPs not related to technology.
     A rough outline for the RFP has already begun and should be ready for proposal by Nov. 1.
Dr. Stripling pointed out that Chris Sinquefield is working on the RFP and Sara Lawrence will handle explaining to Faculty what HIPs are.

3. Cross-Disciplinary Poster Session (HIP)

Scheduled for 11/21 in Eagle Hall. This poster session will be hosted by instructors and students from the colleges highlighting undergraduate research. Ed. Tech will then post these on the TAMUT website to highlight student achievement, emphasize instructor engagement, and serve as a visual example of what makes learning at TAMUT distinctive.

4. Blackboard Collaborate

Julia Allen conducted a short tutorial and distributed webcams and headsets. Ed. Tech intends to conduct some of its meetings Brady Bunch style in a virtual setting allowing instructors to multitask and avoid scheduling rooms.

- Curriculum Committee Report

QEP (Quality Enhancement Plan) was discussed which is a 5 year of plan that focuses on improving an aspect of student learning or the environment for student success. Dr. Stripling stated that many items are currently being assessed and would like to see all items that are being assessed incorporated into one consolidated assessment.

She discussed the possibility of adding programs in the core curriculum and suggested that we add “Civic Engagement” into our programs. She believes that adding “Civic Engagement” into our programs is very crucial for our University in terms of becoming a civic engaged University in the next 7 years (2014-2021), and being recognized as a Carnegie Community.

We discussed about the Quality Enhancement Plan, the necessity of assessment and the things on demand. There are 4 documents will be rolling out. Each of the colleges will have 6 weeks from Oct.15th through Dec.1st to collaborate and discuss about certification and concentrations to be sent to the Provost Office for an approval.

Each will be asked to think about vital programs for the next 7 years. Each of the programs proposed in each college will be prioritized and submitted by Dec.1st 2014.

The above proposed programs will prepare us for 2020 and will be a part of our strategic plan.

- Assessment Committee Report

Dr. Shidemantle was not able to participate at this meeting. This agenda item carried to the next AAAC meeting.
• Academic Admissions Committee Report

Dr. Tanriver gave his brief report based on his meeting with the members of the Online Educational Committee. They discussed what the priorities are in their committee and the respective role that each member plays.

The Educational Committee has also responsibility of taking a look at the students who have an eagle access today. Tony Favors is the crucial person in the Online Educational Committee.

• Provost Report

Dr. Stripling gave a brief report about the $25000 to $100000 budget that we have been expecting from the government for our Civic Program. This budget can arrive at any day and the Budget Office is trying to get a report to the Success Office.

We discussed about partnering with Buca University in Columbia. We are also welcoming having 50-60 students from Mexico for our Intensive Language Program in the beginning of October. They will be staying in the dorms.

Dr. Stripling addressed 3 exceptional important issues as follows;

1. Nursing Program
2. STEM; Learning
3. $5 million to Student Success Center

• Discussion Items

We discussed the 4 year, New BSN Program in the Nursing Department. Dr. Kathy Missildine was introduced as the new dean and responsible for the program.

BSN Paperwork was to be furnished to Dr. Nakashian and Curriculum Committee.

Meeting Adjourned – 4:00 PM.