OAA Co-Chairs Meeting June 21, 2013
WD 404 APPROVED MINUTES

In attendance: Lisa Briggs, Crystal Clark, Judith Dann, Amy DeLorenzo, Amy DiBlasi, Kent Fisher, April Magoteaux, Alesa Mansfield, Becky Mobley, Eric Neubauer, Antoinette Perkins, Gilberto Serrano, Jackie Teny-Miller, Adele Wright.

Ex-Officio: Darrell Minor (OAA Faculty Committees Coordinator); Adam Keller (CSEA) The meeting was called to order at 10:04 AM.

I.   Minutes from the May 7, 2013 meeting were approved.
II.   The Service Learning Committee presented its proposal regarding the offering of courses with an "S-Designation" identifying it as an approved service learning course. Also presented was a rubric to be used to determine whether a course could be considered as a service learning course.

      Training will be provided for those interested in teaching/developing service learning courses. The Service Learning Committee and the Honors Committee may collaborate on this training, perhaps in the format of a faculty retreat. Training could also be provided on an In-Service Day as a breakout session. The goal is to have courses identified for autumn 2014 that would have the S-designation included on a student's transcript.

      The OAA Co-Chairs Committee unanimously approved the items and the recommendations presented by the Service Learning Committee to begin designating certain courses as service learning courses, with the corresponding S-designation indicated in the college catalog, and will forward the recommendation to Dr. Cooley.

III. The Academic Rules and Policies Committee presented two items for approval, both from College Policy 5-08. The first item revises language in Policy 5-08(B) dealing with the minimum GPA required to graduate from Columbus State.

      Under current policy, a student is required to have a minimum 2.000 GPA in all technical study courses required and in all general and basic study courses required to earn an associate of applied science or an associate of technical studies degree. To be considered for an associate of science degree, a student must have earned a minimum 2.000 GPA for all courses used to meet degree requirements.

The recommendation from the Academic Rules and Policies Committee is to require a minimum 2.000 GPA in all college level courses, not just those that are required or used to meet degree requirements.

The OAA Co-Chairs Committee unanimously approved this recommendation, and will forward the recommendation to Dr. Cooley.

IV.   The second item from the Academic Rules and Policies Committee is to revise language in Policy 5-08(C), Policy 5-08(F), and Procedure 5-08(D)(7) that have to do with reverse transfer issues. All of these changes are deemed necessary as part of the college's reverse transfer initiative with four- year universities. This initiative is intended to encourage more students who take courses at Columbus State and who transfer to four-year universities without completing an Associate's degree to consider completing the necessary paperwork to earn their Associate's degree, and to streamline the process for doing so.

     The OAA Co-Chairs Committee unanimously approved the suggested revisions, and will forward this recommendation to Dr. Cooley.

V.   The Student Support Committee presented a recommendation to implement a wait list process for students wishing to register for sections that are at full capacity. Members of the Student Support Committee and the Academic Council recognize the challenges that implementing a wait list may pose in regards to technology and necessary cultural changes. But they believe strongly that, in the interest of student success, the implementation of a wait list is a necessary step and the challenges need to be faced head on and addressed in a timely fashion. This topic also generated a number of letters of support from faculty seeking to have the wait list option implemented for their courses.

     After careful consideration, the OAA Co-Chairs Committee unanimously approved the recommendation to implement a wait list process. The recommendation will be forwarded to Dr. Cooley.

VI.   Over the past 18 months or so, the college has been operating under a pilot shared governance model consisting of the OAA Co-Chairs Committee (to be renamed "Academic Council" or "Faculty Council"), with its 10 faculty committees, and a Policy Council, with its 4 sub-committees. Dr. Harrison would like to take this pilot model to a future meeting of the Board of Trustees for approval as a permanent model of shared governance (with the caveat that shared governance be reviewed and evaluated every five years).

     There are still some details that are being worked out (within the Faculty Governance Committee), such as election/selection of OAA Faculty

Committee members, terms of service, election/selection of co-chairs of committees, etc. But Kim Hall has put together a draft document and is now soliciting feedback from various constituencies.

The OAA Co-Chairs Committee suggests that the "Academic Council" should refer to the committee consisting of the 20 co-chairs, and not to the entire 112 members of the 10 standing committees. With the Policy Council, all members of the subcommittees are also members of the Policy Council; not so with the Academic Council.

There are currently two committees (one as part of Policy Council, and one under the Academic Council) called "Student Support". The suggestions were made both to clarify the role of each of these, and to rename one of them so as to avoid confusion.

In the organization chart, the way the lines are connecting the different boxes makes it appear that some committees are reporting to other committees, when in fact all committees are reporting to their respective Council. So perhaps the lines should all be connected directly to the Policy Council or Academic Council box as appropriate.

In the "Shared Governance Process Summary" document, the box titled "Faculty Council" should read "Academic Council".

Also in the "Shared Governance Process Summary" document, under the center column (Academic Council), the co-chairs strongly recommend including the Policy Council along with CSEA within the "Committee Assignment" and "Committee Recommendation" boxes. They have expressed not just a willingness but a desire to make explicit that the OAA faculty committees should be conferring, when appropriate, with one of the Policy Council committees to get feedback early in the process, rather than having any surprises later in the process. So these two boxes would have parenthetically: "Notice & Comment: CSEA and Policy Council".

Also in the "Shared Governance Process Summary" document, the box that is titled "Governance Office" should probably also include "O.A.A.", since that is where their recommendations are generally sent.

VII. Autumn meeting dates (all meetings are from 10:00 – Noon): August 30, September 27, October 25, and November 22

The meeting was adjourned at 11:52 AM.

Minutes respectfully submitted by Darrell Minor