

Undergraduate Academic Affairs Committee **Wednesday, May 7, 2014**

Members in Attendance: D. Barbeau, E. Blessing, M. Barber, C. Boyd, R. Cole, R. Colignon, L. Dorsey, B. Emo, T. English, S. Fanale, J. Gilman, J. Haugen, L. Israel, J. Langan, D. Lohe, I. Ruebling, K. Thatcher, S. Tyuse, J. Welch

Guests: John James, Luke Yarbrough, David Borgmeyer, Amanda Chamberlain, Kim Reitter, Lauren Arnold, and Karen Tichy.

Call to Order: Dr. Dorsey called the meeting to order at 8:30 am.

Approval of Minutes from the April 2, 2014 Meeting:

Motion made by Robert Cole to approve April 2, 2014 meeting minutes without revisions and seconded by Sabrina Tyuse - motion unanimously approved.

Updates:

Career Services- Kim Reitter presented internship opportunities for faculty and staff to work together with students and provided the committee with *The Importance of Experiential Education* handout.

- Career Services is currently updating their website and gathering internship data.
- Please send all job opportunities to the Career Services office so they can be posted on the website.
- Recommendation to provide job shadowing for pre-med students- it was recommended that faculty also contact Pre-Professional Health Studies to assist with job shadowing for pre-med students.
- Can the group have a statement about the role of career services on campus sent to them so they can forward to their units – this message was sent:
 - *Career Services staff will work with your students to find internships and jobs. They help students appropriately market these experiences on resumes and to employers. If you receive any job or internship postings, Career Services would like to post these positions in CareerLink, an on-line database available to all Saint Louis University students and alumni. Please forward postings to Karl Aldrich, Assistant Director of Career Services, at kaldrich@slu.edu. If you have any questions about Career Services, please contact Dr. Kim Reitter, Director of Career Services, at reitterk@slu.edu.*

Public Health updates- Lauren Arnold provided a handout to the committee identifying the changes in the undergraduate public health major curricula.

- The BS in PH (5 courses will change) and BS in Emergency Management (3 courses will change) will no longer have graduate courses, *effective for Freshmen entering Fall 2014.*
- Accreditation requires a capstone course – this needs to be added into the curriculum. Current students can opt into the revised curriculum. In addition, non-

accelerated undergraduate students academic performance did not meet predicted performance standards established when programs proposed.

- There are no distance learning courses, 2 of the replacement courses for the BSPH will be 300-400 electives.

Pre-registration- Susan Fanale introduced the group to the pilot pre-registration initiative for new freshman this summer for chemistry and biology courses.

- This will inform these departments of enrollment, as early as May, for these common freshman courses and allow for additional planning with regard to the number of sections, etc. that will need to be offered.
- Both the chemistry and biology departments, along with other stakeholders on campus, were involved in the decision-making and planning process. Both departments were strongly in favor of this effort. As well as full support from SGA.
- The task force continues to work on the details for the initiative.

Faculty Engagement Model for LC's- Susan Fanale presented the pilot faculty engagement model for learning communities for this fall.

- Faculty have received the position descriptions and are in the process of applying for one of 3 roles: faculty associate, faculty fellow and faculty affiliate.
- The position statements will be forwarded to the group for them to share with their academic unit faculty.

Academic policy revisions- all were unanimously endorsed by CADD without revisions.

- CADD unanimously endorsed the following equivalency for P/NP: P= A-D and NP=F.
- Please contact Lisa or Jay to let us know how to assist you in getting the word out to faculty and staff in the units.

Retention Student Success Coaches (RSS) - Lisa Israel provided an update that 6 coaches have been hired and will be on board by early to mid-June. They are still interviewing for a program director.

Honors- Jessica Perolio is the new Director for the Honors Program.

- The Program is currently searching for an assistant director.
- This fall they will have a new program coordinator position which will encompass post-baccalaureate fellowship and scholarship advising.

UAAC/GAAC forms- The Certificate Program Proposal Form and Undergraduate Major or Minor Proposal Forms are currently being updated to align assessment sections with University-Wide Undergraduate Student Learning Outcomes.

University-Wide Academic Program Review- a task force continues to develop an academic program review policy. This policy will be presented to CADD this summer with a goal to pilot Fall 2014.

University Academic Integrity Policy- a task force will continue to develop a draft of this policy over the summer in order to bring to UAAC/GAAC and the campus community Fall 2014 for review.

New Academic Programs – reviewed new program proposals timeline.

Catholic Education Minor- John James, Kathy Tichy

Points of interest in consideration of this proposal were reviewed per request:

- SLU is positioned well in the area, as a Jesuit institution, to train future educators.
- The minor offers the requisite courses necessary for a Catechist teaching certification, therefore future teachers are ready to teach in Catholic schools upon graduation.
- Will there be any on-line accessibility? Long-range format for those returning.
- Plan to work on internship opportunities in the community.
- The advising letter remains outstanding for this proposal.
- This minor is a collaborative effort with the Department of Theology.

Middle East Studies Minor- David Borgmeyer, Luke Yarbrough

Points of interest in consideration of this proposal were reviewed per request:

- The Center for International Studies will house this minor.
- The minor uses existing resources to meet the existing need – a number of students are interested in this information and the growing residential community with Middle East backgrounds in the St. Louis area.
- There will be a student group this fall as a charter.
- Complements the existing offerings & provide possible study abroad opportunities. Primarily with Madrid for now, but hope to develop additional regions in the future.

Old Business

- Academic definitions document endorsed in 2013 by UAAC will go to CADD for review this summer.

Announcements

1. As your academic programs refine curricular plans please forward this information to the Office of the Registrar so SLU's systems can be updated and the information distributed to the University community. The timing for changes is based on the undergraduate catalog and is aligned with degree audit.
2. DCHS – Irma Ruebling announced that Mardell Wilson will begin as the Dean of DCHS August 1, 2014.
3. Susan Fanale – SLU 101 numbers are strong.
4. Debie Lohe – The May event had record attendance – 150 faculty, staff, and students.

5. Kathleen Thatcher –Contact her if you would like assistance with program level assessment. Plans to host an assessment showcase in October 2014.

Meeting Adjournment

Meeting adjourned at 10:00 am