

Minutes
Undergraduate Academic Affairs Committee
Wednesday November 6, 2013

Members in Attendance: D. Barbeau, M. Barber, E. Blessing, R. Cole, R. Colignon, L. Dorsey, S. Fanale, J. Gilman, J. Goff, P. Gregory, J. Haugen, B. Emo, L. Israel, A. Knezetic, J. Langan, K. Ravindra, I. Ruebling, K. Thatcher, S. Tyuse, J. Welch

Guests: Dr. Alex Wulff, Dr. Rob Wood, Dr. Darcy Scharff

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

Approval of Minutes from the October 1, 2013 Meeting:

The abbreviation for John Cook School of Business was mistyped as CSOB instead of JCSB. Debbie Barbeau requested that the abbreviation be corrected when stated in the minutes.

Joanne Langan requested one correction in the announcement section of the minutes to read:

- Nursing is in the process of recruiting and considering candidates to be faculty in Madrid for 18 months. The next scheduled re-accreditation site visit is scheduled for 2014.

A motion was made by Joanne Langan and seconded by Robert Cole to approve the minutes with these amendments. Motion unanimously approved.

University Writing Services-Alex Wulff, PhD, Director

Dr. Wulff recently assumed the role of University Writing Services (UWS) Director. Prior to coming to SLU, Dr. Wulff was on the faculty at Missouri University of Science and Technology (formerly the University of Missouri -Rolla) where he served as the Assistant Director of the Writing Center.

Since coming to SLU, Dr. Wulff spearheaded the merging of graduate and undergraduate writing into one unit now known as UWS. Not only does UWS support graduate and undergraduate students on campus, but the UWS has expanded service to so that online students may now seek assistance via online consultations with writing services facilitators.

UWS is pleased to offer students the opportunity to join writing groups. A facilitator is assigned to each writing group. UWS assists the group in the areas of facilitating

writing group meetings, scheduling, and providing in-person and online feedback of writing. New writing groups can form at any time. Instructors and professors are encouraged to refer students, either individually or as groups to UWS. Members of UWS are more than willing to attend classes and student meetings to provide information on the services provided.

UWS Locations and Hours:

LOCATIONS	GENERAL HOURS**
Busch Student Center (BSC): 236	Monday-Thursday 10 am - 5 pm Friday 10 am - 3 pm Sunday 12 noon - 9 pm
Busch Student Center (BSC): 331	
Pius Library (PIUS): 320	
School of Nursing (SON): 114	
	**specific hours vary by location

Walk-in appointments are available when time permits. Students are encouraged to make appointments. Students may make appointments online in the tools feature of Banner. Instructions may be found at: <http://www.slu.edu/student-success-center/slu-appointments>

Students may also schedule appointments by phone at 314-977-3484 (Student Success Center).

Biology Courses

Biology Department Chairman Dr. Rob Wood addressed the committee regarding new policies pertaining to biology course registration.

Historical data--last year 11,600 credit hours of biology were taught at SLU by a department faculty of 22 tenured or tenure-track faculty. 42% of the teaching load consisted of “service teaching” (for individuals beyond biology majors). There were 629 confirmed biology majors in the academic year 2012-13 and 700+ predicted for 2014-2015. The vast majority of these students were on the BS (versus BA) track.

The Issue—biology majors have a difficult time getting into the major courses they need due to non-majors filling up the courses.

The Solution—junior and senior biology majors will be given first choice at signing up for select biology courses for the first 2 weeks of registration. Core biology courses (Bio 104, 106, 301, 302, 303, 304) are exempt from the registration restriction-these courses will allow a student to complete the biology major. Although noted that for Bio 104 & 106 capacity in labs presents an indirect limitation on lecture capacity. The department hasn’t offered evening labs in the past due to security concerns and a

lack of faculty resources. The suggestion was made that perhaps adjuncts could alleviate some of the strain on full-time faculty.

For the current semester, registration restrictions will be lifted on the select biology courses on November 15. For students graduating in May, the biology department will work with these students so they get what they need to graduate on time. Looking ahead—it is expected that there will not be enough seats in lecture or labs to meet the demand; biology will accommodate as much as possible.

Request to committee members—please determine anticipated biology course needs and predicted number of students needing each course and submit to Dr. Wood in advance. Having this information in advance will help the biology department plan accordingly.

Lisa Israel suggested that Dr. Wood meet with advising leadership and stakeholders to get the word out and answer questions. Dr. Wood indicated that he would be happy to attend stakeholder meetings by invitation.

Additional suggestions were to identify a plan to inform students and to initiate these types of changes at the start of the academic year.

Learning Communities (LCs) and First Year Interest Groups (FIGS) Update

Susan Fanale reported that FIG enrollment is managed during SLU 101. Freshman commuters are at risk—they are not retained at the same rate as on-campus students.

Susan distributed a document entitled: 2013-2014 Talking Points on Learning Communities and First-Year Interest Groups (FIGs). A request was made for an electronic version for distribution. Susan will provide an electronic version for this purpose.

Susan indicated that she would be happy to speak at the department or unit levels to update the SLU community on LCs and FIGs.

Informational Updates

All *approved* UAAC meeting minutes will be distributed to the Deans. A summary of the meeting minutes in the form of “take-away points” is now being created from each complete set of *approved* UAAC minutes and distributed to all members for sharing with their units. A draft of “take-away points” was distributed to the committee at this meeting to review for format and content. The committee was overwhelmingly in favor of the format.

New Track Offering - The College for Public Health and Social Justice

Bachelor of Science in Public Health/Master in Public Health with a Concentration in Maternal & Child Health (BSPH/MPH-MCH).

This is a new concentration, accelerated track offering in an existing program. There was concern expressed regarding the distribution of graduate versus undergraduate credits in the senior year of the curriculum. The program format presented is an existing program format with prior committee approval, therefore format changes do not need to be made at this juncture. Public Health is in the process of evaluating the 500 level courses being taught in the UG years. Only 1-2 students accepted in in this highly selective admission process. A minimum of 3.40 GPA is required for admission consideration. Students can graduate without going into the master's program if it is determined that is not the best academic plan for student.

Athletic Training - Madrid Track

The Saint Louis University Athletic Training Program has developed a Madrid track within the AT program. The program allows a student to study in Madrid for the first two years and in St. Louis for the remaining three. It also allows the Madrid campus to recruit students into the track that would move to the Saint Louis campus for their last 3 years in the program.

Advising in Madrid has already identified student interest in the program and potential athletic training employers have identified the ability to work with native Spanish speaking patients as a favorable trait for applicants.

School of Nursing and Madrid faculty and administration have expressed support of the program. This program is also making connections to support internship opportunities for students in the professional phase of the AT Program. In addition, the Department of Physical Therapy & Athletic Training has also become an affiliate member in the World Federation of Athletic Training & Therapy (WFATT).

Old Business

Biostatistics Proposal

This proposal is slated for discussion at the November 13 UAAC subcommittee meeting. The final document has now been received and will be distributed for consideration at this upcoming meeting.

Actuarial Math

Updated documents for this proposal are forthcoming.

Revision of Academic Policies

Dr. Dorsey suggested that the group of policies previously distributed for review and comment be considered in three groups: (1) those for removal from the catalog; (2) those with minimal corrections; and (3) those with major revisions suggested.

Policy Group 1: The committee unanimously agreed to remove the policies falling into category #1 from the Undergraduate Catalog.

Policy Group 2: The committee considered and unanimously agreed to keep the policies noted as ones with “no comments” as presented in 2012-2015 Undergraduate Policy Proposal Summary document (no changes noted).

Three policies fitting into the minimal corrections category (course audit, incomplete course and overload hours) were identified as needing additional revisions in language to emphasize necessary approvals in the process. Once revised, these policies will be reviewed at the next UAAC subcommittee meeting.

Policy Group 3: These remaining policies require greater discussion based on proposed revisions. This topic will be placed on the next UAAC meeting agenda.

Announcement

Jay Haugen, University Registrar, announced that the late registration fee that has been waived in recent years will now be collected for registrations that take place after the first 2 weeks of spring semester.

Meeting Adjournment

Dr. Dorsey adjourned the meeting 10:00 am.