Meeting notes for 18 Jan 2019

Guests present: Mary Bergstrom Registrar’s Office, Cheryl Chapman Registrar’s Office, Ricard Vinus de Puig Academic Standards Chair

A. Bachelor’s Essay
   a. Currently the process is not meeting the description in the catalog → 2 semesters
   b. Grading process →
      i. 2 semesters where the 1st should be listed as an IP grade
         1. Can the registrar automatically provide an IP grade for the 1st semester → scripted
         2. Logistics of grading across the terms?
            a. Helpful to faculty and student to grade the 1st half
               i. BE I
               ii. BE II
               iii. BE is the completion of both I & II sequence
               iv. Allows both student and mentor to bow out after the 1st half (BE 1)
      ii. Year long course should be scheduled and assessed as a year long course
         1. Need to provide more clarity to faculty who are mentoring the BE
         2. 6 credits as 1 semester or across 2 semesters?
            a. 700 minutes per credit hour = 4200 minutes for the semester = 70 hours for the semester = 70 hours ~5 hours per week of “meeting time”
            b. Committee agrees that the BE should be done over 2 full term semesters
               i. no Express I, Express II combo will be accepted
               ii. BE 1 is a pre-requisite for BE 2
      iii. Academic standards committee should set the minimum expectations for all 499 courses:
         1. Example minimum standard criteria
            a. 3 credit hours/semester
            b. 10 hours of engagement by the student
            c. Minimum of 1 meeting/week between mentor and student
2. Departments can provide additional criteria by implementing into the course description
   a. GPA minimum
   b. What is the departmental approval process/oversight?
      i. Vetting BE proposals
      ii. Off-campus mentor and faculty of record
   c. Verification of credentials for faculty mentoring the BE?
3. Implementation plan
   a. Academic Standards Committee would put forth the minimum standard criteria for approval
   b. All departments will then need to revise course descriptions
      i. RO suggested it may be possible that a joint memo can be drafted for a blanket approval process
   c. Difference between an Independent Study and a Bachelor’s Essay
      i. BE = research experience
      ii. IS = can be research but do not have to be, it can be a focused study on a discipline specific topic(s), tutorials
      iii. Should the research experience be a requirement of the departmental honors criteria?

B. Plan for separate meeting between small group of Honor’s College Committee members and Academic Standards Committee to continue to discuss the Departmental Honors proposal

C. HONS 174 Introduction to Women’s & Gender Studies
   a. Previously offered → maximized special topics offerings
   b. Course proposal unanimous approved by the committee

D. Future Meeting to-do
   a. Review additional course proposals posted within the OAKS page → aiming for the 2/22 faculty senate meeting to get approved for 2019-2020 academic catalog

E. Interview Weekend Current Issues Topics
   a. Consolidate the question prompt to minimize required follow ups
      i. Immigration/refugee crisis - Zeff
      ii. Term limits → polarization of current political system - Kate
      iii. Plastics ban → Rebecca
      iv. Vaccines - herd immunity, correlation to autism → John
b. How do you discern the quality of information as add on

c. Provide draft questions by Friday 1/25