Academic Planning Committee
May 8, 2013, 11:00-12:00
Present: Burton Callicott (2012-2013 chair), Jeff Yost, Doug Friedman, Shawn Morrison, David Moskowitz, Linda Jones, Bob Perkins
Appointment of chair and secretary
Chair – Bob Perkins
Secretary – Linda Jones
Possible future issues
Overlapping courses for more than one major
Diversity course requirement in general education
Email communication was chosen as the primary method of communication
Joe Kelly presented the Diversity in the Curriculum plan draft. Some points he made:

- It won’t get to the Senate this year.
- There probably will not be much money spent on the plan from next year’s budget.
- The committee was tying in discrimination and harassment policies.
- Preference of the committee is that there be a semester long course, but it may look at service learning experience or other related activity.
- There will be a campus wide “climate” assessment next fall.

Comments brought up by the Academic Planning Committee

- Diversity will need to be defined.
- Looking at other areas such as socio-economic status
- Some schools will readily be able to address this through current major coursework, but others will not be able to and require the courses to be in gen. ed.
- Transfer students may have to add a course if they are in the majors that do not have a diversity course in the major.
- Diversity should be more than just interaction but include reflection.
- If students transfer in a course that CofC deems a Diversity course, how will that affect the transfer credit.
- A course/major audit to see what courses already approach the diversity requirements

The committee was philosophically supporting the diversity requirement and provided feedback. No vote was taken.
Course overlap in multiple majors

We were left with a memo from the previous chair of the committee but the urgency of creating a policy regarding SACS has been reduced. There is some variability between schools. The discussion focused on the fact it was two majors but not two degrees. Burton will create a Google Doc for us to collaborate on a possible policy or direction for this issue.

Distance Education

There was concern that the Huron report had not been seen by the DE Task Force even though the Huron Report only addressed on campus infrastructure issues. There is concern that our infrastructure is not adequate for what we already do and this would strain the system.

There was a request to be able to look at current online courses. The three courses that are part of the report would probably be available by request to the instructor.

It has been proposed that TLT come under the Provosts office. Since most of their work is pedagogy as opposed to technology, the Academic Affairs seems the logical connection. Assessment is also a concern for DE and that also seemed logical to be under Academic Affairs.

Graduate and certificate programs seem to be the logical areas in DE. Since support has been limited for these programs in the past, will it be supported as DE?

Students registering for a placeholder class while they file Independent Study courses which enlarges number of withdrawals.

Should we take this issue up or any others the rest of the semester?
Academic Planning Committee Meeting Minutes

November 29, 2012, 8:30 AM

In attendance – Burton Callicott, George Pothering, Joe Wyers, Jeff Yost, David Moscowitz, Burton, Kristin Krantzman and Bob Perkins with Cathy Boyd

Brian McGee presented background information about the Strategic Plan. President Benson wanted this committee to receive regular contact regarding the Strategic Plan.

- New planning cycle –
- Current plan
  - 10 year plan
  - Adjustments over time
- Adjustments being considered
  - Adjust in fall
  - Spring annual action plans and budget priorities connected to Strategic Plan
  - Annual action plan for FY 13 Faculty salary and North Campus updates
  - Budget proposals all must tie to Strategic Plan
- Adjustments from 2009 resulted in 17 tactics completed, some adjusted, went from 118 to 94 and they became rank ordered.
- Proposed changes (150 words)
  - Core values are the same
  - Postdating obsolete language (web resources that no longer exist)
  - Traditionally aged (our traditional downtown student)
  - North Campus
  - Reference to economic development
  - Business and civic leaders
  - Technology (distance ed., classroom technology)
  - Goals – a few small adjustments
- If our committee is to have any impact, we need to get feedback to Brian by end of this semester. The committee will send comments directly to Brian and cc committee members.

Regarding our request to add the Registrar as a non-voting ex officio member referred to the By Laws Committee.

- Adding Registrar as non-voting member is fine
- Do we want to reduce number of voting members? Discussion about the number of senators that are required as members (four currently, suggested two) could be reduced. Burton will consult Bylaws and Nominations regarding these changes.

Double dipping for multiple majors.

- This is a concern for SACS
• Lynne will be bringing a proposal to us next semester.
• Sciences have concerns if the policy is put in place

Adjourned 9:39
Present: Burton Callicott, Jeff, Joe, Bob, David, Cathy, Lynne

Academic Council – TED talk at CofC

- Burton updated us with information: Environmental Studies and Neuroscience minors proposing to be majors and will be coming to us.

Catalog year proposal – points for discussion

- Transition periods can be handled on an individual basis through department chairs.
- Concerns over someone declaring a major after being at CofC for some time but being locked into new program if it is tied to gen ed requirement that may require extra gen ed courses.

Reasons for policy

- Limit exceptions and waivers

Motion to move current proposal to the Senate made by Joe Weyers and seconded by Jeff Yost. Passed.

**Catalog Year Policy Proposal:**

Students must fulfill the general education and the degree requirements, and must abide by the academic regulations in effect at the time of their matriculation at the College of Charleston. Matriculation is defined as the first term of degree seeking enrollment or first term of readmission at the College. This catalog year remains fixed during the period of time a student is continuously enrolled.

Students must fulfill the major requirements in the catalog at the time of major declaration. Requirements for concentrations, cognates, or tracks associated with a major are attached to the catalog year of that major. For more than one major and for all minors, requirements are associated with the catalog year of each declaration. A change of degree (AB, BA, BS) does not warrant a catalog change except when new degrees are offered within existing majors.

Continuously enrolled students have the option to update their catalog year to the current year for each major or minor.

Comment: Lynne wants to check with Mary Bengstrom and Jerry Mackeldon to see if this needs to be maintained.
Academic Planning Committee

Minutes 9/10/12

Present: George Pothering, Burton Callicott, Bob Perkins, David Moscowitz, Lynne Ford and Cathy Boyd

Discussed overall position of APC related to other committees.

Discussed making Registrar’s Office ex-officio. Recommended that Bylaws Committee be consulted for procedure.

Priorities

1. Catalog Year Policy: Draft Policy will be sent to Burton to be forwarded to committee.
2. Policy on course substitution and “double-dipping”:
3. Individual Enrollment deadline:
4. Limit on withdrawals:
5. Special Topics Courses:
6. The DA deadline:
7. Distance Ed: Perkins volunteered to be APC liaison to DE Task force
8. Course Overload (Registrar request)
9. Repeats Policy – Prerequisite can’t retake a course if it is a prereq for a course that has been passed (Registrar request)

Burton attended other committee which did not have any outstanding agenda. There is some money for IT, but no money for IT sandbox.