**Educational Affairs Committee Meeting – 02/02/2016**

**Present:**

Poonam Arora, Lisa Toscano, Carla Fraser, Susan Astarita, William Walters, William Clyde, Chloe Sweeney, George Schlinck, Goli Nossoni, David Shefferman, Tedd Keating, Tim Ward, Jake Holmquist, Walter Matystik, Cheryl Harrison, Antonio Cordoba, Janet McShane, Parisa Saboori, Jeff Horn

Meeting called to order at 3:38 PM by Provost William Clyde.

1. **Approval of Agenda**
* Motion: To approve agenda for 02/01/2015
* Vote: Motion carried
* Discussion: the report from the Athletics Committee was added to the agenda
* Resolved: Agenda for meeting on 02/01/2015 approved with amendments stated
1. **Approval of Previous Minutes**
* Motion: To approve meeting minutes from the meeting on 12/01/2015
* Vote: Motion carried
* Resolved: Minutes from meeting on 12/01/2015 approved with the following edits:
	+ Several grammatical corrections
	+ It was suggested that the minute taker should be denoted on the minutes from all previous meetings.
1. **Report of the College-wide Curriculum Committee (CCC)**
	* Tedd Keating reports:
		+ A meeting will be held very soon regarding the new CWCC’s
		+ **Tedd is encouraged to discuss the CWCC’s with the Deans Council and faculty before the vote occurs**
2. **Report of the College Technology Committee (CTC**
* Jake Holmquist reports:
	+ - Nothing significant to report since last meeting.
		- **Provost Clyde suggests discussing subcommittee complications with the FTC**
1. **Report of College Library Committee**
* William Walters reports:
	+ Nothing new to report since last meeting
1. **Old Business**
	1. CWCC assessment – Jeff Horn presents:
		1. Revised CWCC’s have been drafted
		2. There is a concern about the fifth CWCC regarding independent and collaborative work.
			1. It was suggested that assessment of independent and collaborative work occur at a school/departmental level as it would be difficult to assess such a broad idea at a college-wide level
		3. There was concern from the EAC that assessing “ability”, “understanding”, “literacy” etc. would all be very different ideas.
		4. The seventh CWCC regarding religious and ethical awareness seems inconsistent with the others
		5. It was articulated that the three professional schools have their own learning outcomes
	2. Transfer Credits
		1. A committee has been assembled to discuss transfer credits
		2. Differing program sizes make it difficult to determine a proper fraction of credits that are appropriate
		3. There was discussion of increasing the number of transfer credits allowed or determining one fixed number to apply to the entire college
	3. Online Course Evaluations
		1. There was concern about who can see the evaluations because some professors teach outside of their own department
			1. For example, the ENGS department is taught almost exclusively by faculty from other departments
		2. The Deans see summary sheets but not the comments written on the evaluations
		3. There was discussion of the prompts used to remind students to do the evaluations
			1. Some prompts were sent at inappropriate times (like midnight on Friday and Saturday nights)
			2. Some prompts themselves were inappropriate (some professors offered extra credit for completing evaluations)
		4. It was also suggested to give students more time to complete the evaluations (especially because SCPS operates on 7-weeks)
		5. Students tend to give more negative feedback in general, which should be taken into account when assessments occur
		6. Factor analysis will be performed on this system
2. **New Business**
	1. Report from Athletics Committee
		1. **The Athletics Committee’s presence will be requested at next meeting**

**Next EAC Meeting: March 1st, 2015**

**Meeting Adjourned at 4:54 PM**

Submitted by George Schlinck