**Educational Affairs Committee Meeting – 04/05/2016**

**Present:**

Tim Ward, Susan Astarita, Keith Brower, George Schlinck, Cheryl Harrison, Antonio Cordoba, Chloe Sweeney, Tedd Keating, Lisa Toscano, David Mahan, Jake Holmquist John Fiore, David Shefferman, William Clyde, Goli Nossoni, Janet McShane, Parisa Saboori, Poonam Arora, William Walters

Meeting called to order at 3:39 PM by Provost William Clyde.

1. **Approval of Agenda**

* Motion: To approve the agenda for the meeting on 04/05/2016
* Discussion: A section on the creation of the academic calendar was created under section 7, New Business
* Vote: Motion Carried
* Resolved: Agenda for meeting on 04/05/2016 was approved as amended

1. **Approval of Previous Minutes**

* Motion: To approve meeting minutes from the meeting on 03/01/2016
* Vote: Motion carried
* Resolved: Minutes from meeting on 03/01/2016 approved with the following edits:
  + One grammatical correction

1. **Report of the College-wide Curriculum Committee (CCC)**

* Tedd Keating reports:
  + A productive meeting was held
  + The CCC would like to keep independent and collaborative work explicitly stated in the CWCC’s.
  + The CCC would also like to be included in the discussion on transfer credits
  + The general agreement among the EAC was that the CCC was created to help with CWCC’s and not with discussion on transfer credits
  + The CCC will meet again next week

1. **Report of the College Technology Committee (CTC)**

* Jake Holmquist reports:
  + At the previous meeting, the faculty laptop initiative was discussed.
  + **Jake will circulate information regarding what software is used where to the Deans**

1. **Report of College Library Committee**

* William Walters reports:
  + Faculty members are encouraged to respond to Dr. Walters regarding library selection.
  + The EAC encourages the CLC to represent the campus community in regards to library discussion

1. **Old Business**
   1. CWCC’s
      1. The CCC and the ad-hoc CWCC committee are encouraged to meet with each other
      2. **A representative from the Religious Studies department will be invited to the next meeting**
   2. Transfer credits
      1. All of the individual schools have motivation to maintain their own transfer credit policy
      2. Increasing the number of allowable transfer credits will not help students whose credits do not match up with classes we have
      3. There does not seem to be a need to increase transfer credits because we rarely have an issue regarding students capping out transfer credits.
   3. Mapworks Permissions
      1. Residence Life officials have a lot of access to Mapworks
      2. The permissions discussion may be a CTC issue
      3. The CTC will make sure permissions are appropriate
      4. **The EAC requests that the CTC conduct a holistic review of the permissions in Mapworks and Banner.**
   4. Academic Dishonesty
      1. Changes will not occur until Fall semester
      2. Penalty workshops will involve discussion of how to properly cite information.
      3. Motion: to approve changes for Fall 2016 as par of the Student Code of Conduct
      4. Discussion: “In all cases of cheating, fabrication and in other cases of plagiarism” was changed to “In all cases of cheating, fabrication, and other cases of plagiarism”.
2. **New Business**
   1. Academic Calendar
      1. The President’s Cabinet is behind on the creation of the 2016-2017 academic calendar.
      2. Faculty members are concerned that some classes did not meet for several weeks this semester
      3. Provost Clyde is also open to having a weekday commencement ceremony to avoid awkward scheduling of breaks
   2. Midterm Grades
      1. **(Note: this was not originally included in the agenda but was discussed at length following the academic dishonesty discussion.)**
      2. Many professors have given inaccurate midterm grades; professors should know that midterms are there to signal students to withdraw from classes that they are failing at midterms.
      3. Provost Clyde wishes to emphasize the importance of academic early warnings.

**Next EAC Meeting: May 3rd, 2015**

**Meeting Adjourned at 4:45 PM**

Submitted by George Schlinck