**Educational Affairs Committee Meeting – 11/03/2015**

**Present:**

Rebecca Kern-Stone, William Walters, Susan Astarita, William Clyde, Cheryl Harrison, Chloe Sweeney, George Schlinck, Timothy Ward, Keith Brower, Walter Matystik, John Fiore, Margaret Groarke, Antonio Cordoba, Lisa Toscano, Darisa Saboori, Goli Nossoni, Helene Tyler, David Mahan, Brother Michael

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

1. **Approval of Agenda**

* Motion: To approve agenda for 11/03/2015
* Vote: Motion carried
* Resolved: Agenda for meeting on 11/03/2015 approved with the following edits:
  + Point 6e was eliminated from the agenda
  + The order of points 4 and 5 were switched

1. **Approval of Previous Minutes**

* Motion: To approve meeting minutes from the meeting on 10/06/2015
* Vote: Motion carried
* Resolved: Minutes from meeting on 10/06/2015 approved with the following edits:
  + Parisa Saboori and William Walters’ names were misspelled
  + On point 8, language drafting was given to Dean’s Council, not members of the EAC

1. **Approval of Minutes from 03/03/2015**

* No quorum was held during the April meeting
* Minutes from February had already been approved
* Motion: To approve meeting minutes from the meeting on 03/03/2015
* Vote: Motion carried
* Resolved: Minutes from meeting on 03/03/2015 approved with the following edits:
  + Walter Matystik and Marisa Passafiume’s names were misspelled
  + The top of the minutes says “agenda”

1. **Presentation on Mapworks**

* Brother Michael reports:
  + Mapworks is a software that tracks success and retention of students. It predicts a student’s risk of failure or transferring/dropping out
  + Engineering students were on academic hold until they completed the Mapworks survey, resulting in 96% of students taking the survey.
  + The program allows faculty to collect information on students and form lists for certain demographics
  + Next year, it is planned that academic referrals will be completed via Mapworks
  + There was some misunderstanding about what faculty will be able to see what information about a particular student
  + **Administration will, throughout the year, decide on permissions on information for Mapworks**

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

* Rebecca Kern reports:
  + William Walters and Cheryl Harrison are welcome to join the CWCC committee
  + There was some confusion about the wording of a particular CCC by-law
  + **Dr. Kern will bring this law back to the next meeting when the CWCC committee has a better idea of how to interpret the language.**

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

* Jake Holmquist was absent from the meeting; no report was given

1. **Report of College Library Committee**

* William Walters reports:
  + Nothing new to report since last meeting

1. **Old Business**
   1. CWCC assessment
      1. Not discussed since it was already reported
   2. Transfer credits
      1. **Provost Clyde will gather a committee and report back to EAC regarding the number of transfer credits that will be accepted.**
   3. Dismissal Reversals
      1. The Dean’s council has drafted language regarding the definition of a reversal.
      2. Some issue was taken with the phrasing of, “applying for reinstatement to the dean of the school imposing the dismissal”.
      3. Suggested wording: “reinstatement will be subject to review and approval by the Provost”
      4. **The Dean’s Council will further revise the wording on this definition.**
   4. Textbook discount from Wiley
      1. Provost Clyde confirmed that we should have the discount. However, it may not be available until after our Wiley courses are available.
2. **New Business**
   1. AP/dual-enrollment courses
      1. Many dual-enrollment courses (college courses taken in a high school setting and taught by high school teachers) use the AP exams as a final. In this case, many incoming students request credit for both the dual-enrollment course itself and the AP exam, when in reality they only took one course.
      2. The Assistant Deans would like to clarify a policy and have presented a draft.
      3. Motion: To approve the policy for AP/dual-enrollment courses
      4. Vote: Motion withdrawn.
      5. It was suggested that the wording should be changed to make it clear that we do accept college courses, but not “double-dipping”
      6. Suggested wording: “Credit for AP will only be accepted if not duplicated in dual enrollment course”.
      7. **Assistant Deans will further revise language and bring it back to the EAC**

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

**Meeting Adjourned at 5:02 PM**