**DRAFT**

**MANHATTAN COLLEGE**

Educational Affairs Committee Meeting

7 November 2017

**Present:**

*Voting Members:* William Clyde, Cheryl Harrison, Yongwook Kim, Sr. Remigia Kushner, Rocco Marinaccio, Walter Matystik, Janet McShane, Karen Nicholson, Constantine Theodosiou, Lawrence Udeigwe, Kaitlyn von Runnen

*Ex Officio Members***:** Jake Holmquist, John Leylegian, William Walters

*Visitors:*Natalia Imperatori-Lee, Christy Salinas

**Absent:**

*Voting Members:*  Nicole Fella, Musa Jafar, Anna Rosario, Crystal Xu

Meeting was called to order at 3:37 pm by Provost William Clyde.

1. **Approval of Agenda**

* *Motion:* To approve the agenda for the November 7, 2017 meeting.
* *Discussion*: None
* *Vote*: Motion carried
* *Resolution*: The meeting agenda for the November 7, 2017 meeting was approved.

**2. Approval of Meeting Minutes from October 3, 2017**

* *Motion*: To approve the minutes from the meeting of October 3, 2017.
* *Discussion:* There was a request to clarify item six regarding the CLC. It was stated that the library is working on the liaisons and search boxes, not the CLC. Provost Clyde made the edits and the minutes were finalized.
* *Vote*: Motion carried
* *Resolution:* The clarification was made and the minutes from the meeting on October 3, 2017 were approved.

**3. Report of the College Wide Curriculum Committee (CCC)**

John Leylegian reports:

* Dr. John Leylegian replaced Dr. Jennifer Edwards as the chair of the CCC. Dr. . Leylegian was on the EAC previously, now he is on the CCC and is from the School of Engineering.
* He stated that the CCC met and discussed that the minutes of the CCC will be going on their Moodle site. He also requested that Deans and Chairs be reminded that the minutes from their Schools Curriculum Committee Meetings should be posted to the Moodle site.

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

Jake Holmquist:

* The ID card distribution and guest tracking is being worked on for improvement.
* Spring Registration has been an ongoing discussion, and has thus far gone well.
* Banner and Self-Service have been upgraded for better student experience and there will be an ongoing trial for the next six months. Among these upgrades include Banner 9. Semesters can now be planned ahead of time and calendar view is available.
* Other items discussed were Inside Directory, the Cable TV system is being made available for class use, digital signage solution, and ADA accessibility of moodle.

**5. Report of the College Library Committee (CLC)**

The CLC did not meet. There was nothing to report.

**6. Report of the Graduate Council**

* Provost Clyde and Sr. Remigia reported that there has been discussion of advertising for the graduate programs. There has also been discussion of the graduate admission process and the additions that may be made to the process. Tamara Britt had attended the Graduate Council meeting to address this.

**7. Report on CWCC 8.2 - Religious Awareness**

Reported by Dr. Natalia Imperatori-Lee

* There is a nine credit religious studies requirement.
* The goals reviewed include: reading and analyzing theological and Christian scripture and text, identifying major features of Christian intellectual text such as historical features, doctrines, practices and events, explaining pluralistic and dialectical quality of church in the world, and bringing awareness of contemporary issues and discussions.
* There were some weaknesses identified, but they have been addressed with a growing Community Based Learning (CBL) and Lasallian values.
* Three recommendations that were made to revise the CWCC 8.2.
  + Clarify decision making notion and bring forth language of this competency.
  + Adopt Global Awareness rubric in conjunction with CIMA instrument to strengthen Lasallian values and practices.
  + The goals of CMSA and Center for Ethics should be measured more concretely with aim of fulfilling the CWCC 8.2.

**8. Old Business**

1. ***HIPs -***

This was discussed by Provost Clyde:

* The HIPs were shared at the October Senate Meeting.
* HIPs are widespread and ubiquitous. They have been implemented but the challenge is to recognize the valuability and to put them into greater practice. For example, Manhattan College already has the Arches program and First Year Experiences with the intent to expose students to college for the first time.
* Manhattan College has writing intensive courses such as Capstone courses, in which 93% of students complete projects in these courses. Approximately 76% of seniors report to having completed at least one or more internship. About 21% of students report having completed research and between 65 and 75 students participated in summer research each summer. 22% of students participate in Global Learning/Diversity Learning. 20% of students have participated in CBL and 50% in community service.
  + Dr. Rocco Marinaccio questioned where the 21% comes from for the research participation rate.
  + Provost Clyde responded that the 21% is derived from self reports by students who form “intimate relationships” with faculty as they work with them over the summer for research projects.
  + Dr. Rocco Marinaccio stated that papers and research projects should be included.
  + Dean Constantine Theodosiou suggested adding clarification of this.
  + Jake Holmquist suggested that the survey be completed while students are still attending Manhattan College, prior to graduation.
  + Provost Clyde stated that the HIPs will go through the appropriate channels, which is when Dr. Rocco Marinaccio urged that the most input as possible be placed by faculty.
* Manhattan College’s goal is to increase HIPs to seek higher rates by requiring students to partake in a First Year Experience, Cultural and Community Engagement, Career Exploration, and Capstone Experience.

**b) *Midterm Grade Policy***

Reported by Christy Salinas, from the Registrar’s Office:

* Ms. Salinas distributed a sheet of paper with all of the schools listed and the percentage of the academic grades (by letter) in each school.
  + Dr. Marinaccio and Dean Theodosiou pointed out that each school has over 30% As, which does not reflect what happens when final grades are released.
  + It was noted that 6% of students did not receive grades and 38 sections of courses had students who all received the same grade.
  + Provost Clyde will ask the Center for Academic Success to come to discuss Early Warning and Referral policies.

**9. New Business**

1. ***Columbus Day Proposal***

* Provost Clyde introduced the topic as it was up for discussion in the Senate at the last meeting. Provost Clyde asked Kaitlyn von Runnen to weigh in on what students thoughts and opinions are. Kaitlyn stated that students have varying opinions. Some Italian Americans celebrate the holiday, some Native American students and other students are offended by the celebration because of the genocide and inhumane actions, as well as the Lasallian values. Other students are questioning why the school does not have Election Day off.
* Provost Clyde and Sr. Remigia pointed out that there are two main discussions. The first is whether Manhattan College should rename the Columbus Day Break. The second is what days students should have off.
* Dr. Rocco Marinaccio discussed several points. One was that this has been pushed off long enough. It was stated that students do not celebrate Columbus Day as an Italian-American holiday. Provost Clyde interjected that he is aware of many students who do. Dr. Marinaccio continued that the Columbus Day holiday furthers a controversy over Columbus, who was not a good man. He proposed renaming it to “fall break,” and that action should be taken immediately. Provost Clyde interjected that it is a shared governance issue. Dr. Marinaccio equated Columbus Day to the display of swastikas after the 2016 election in dorms, which were immediately removed.
* Dean Constantine Theodosiou contributed that the sign of the cross could have a similar connotation due to the Crusades. Should we get rid of that too?
* Christy Salinas further noted that having off on Election Day would interfere with the registration schedule. Jake Holmquist stated that students can register at home via Self Service.
* Ultimately, it was determined that this is a Senate matter and it will go through the Senate.

***b) Final Exam Schedule***

* Dr. Janet McShane proposed that the final exam schedule be reevaluated. As of right now, the common exam schedule has not been released. Dr. McShane noted that the schedule needs to start fresh, being reorganized and rearranged. Saturday exams are also problematic due to religious observances and travelling arrangements.
* Christy Salinas further noted that the software being used to plan the final exam schedule is from 1996.
* A further discussion will be held next meeting.

**Next EAC Meeting: Tuesday, December 5, 2017 at 3:30pm.**

**Meeting Adjourned at 4:57 pm**

Submitted by Kaitlyn von Runnen