

Faculty Senate Academic Affairs Committee 2017-2018 Year-end Report

Voting Members: Tim Schmidt (Chair), Julie Tipton, Bart Williams, Katlyn Griffin, Sherry Copeland, Sarah Holt

Meetings: Over the course of the academic year, the committee met seven times and used electronic communication to replace 2 additional meetings.

Accomplishments:

- Worked with the Provost's Office, CSTL, and the Full Senate to create and implement the new campus-wide course evaluation instrument.
- Introduced two bills approved by Faculty Senate:
 - Chapter 1-G5 Academic Program Review
 - Chapter 3-10C Student Evaluation of Instruction
- Bills introduced to the Faculty Senate for voting in the last session:
 - 5-year Academic Calendar
- Bills introduced but retracted and tabled.
 - Chapter 3-C13 Textbook Policy and Procedure
 - After discussion within the full Senate, additional information and revision was needed. The bills have remained tabled in committee while more pressing issues have taken focus. Drafts and notes will be forwarded to the next AAC chairperson.

Suggested Activities for the Future:

- Review and update Handbook sections affected by academic restructuring, including:
 - Chapter 5-B Course and Curricular Approval Process
 - Revision was needed before the academic restructuring process began; more substantial changes will be needed once the process is complete.
 - Chapter 5-C Process for Academic Restructuring
 - Revision to the Procedure section is needed to make language consistent with that used in the Academic Program Review bill passed in Spring 2017, and check for any other needed revisions. No revision of the Policy portion should be necessary.
- Revise Chapter 3-F Academic Distinction in the Department of Major
 - Revision needed to address formatting, a title change regarding Kent Library faculty involvement, and references to Registrar Forms.
- Review and Revise Chapter 3-C15 Guidelines for the Establishment and Operation of Academic Internship Programs.
 - This portion of the handbook is 35 years old, and not only needs a Policy/Procedures split, but review of content for current practice and potential legal changes since 1982.
- Review and Revise Chapter 3-D4 (Patents and Copyrights) and 3-D5 Research Corporation.
 - Existing handbook language is over 30 years old, and should be reviewed and modified as needed; may need to involve university legal council.
- Review handbook language pertaining to instruction dates for places where clarification may be needed regarding full-term vs. 8-week sessions.