## Minutes

College Senate

October 22, 2013 12:15 p.m.   
Bedsole Conference Room (BL 201)

**Meeting Start Time:** 12:16 p.m.

**Members Present:** Samantha Church, Eric Vicente Flores, Ricardo Pita, Patrick Lameka, Emily Fife, Billy Kavula, Stephanie Girard, Colette Windish, Steve Almquist, Andrew Tumminia, Lindsay Bosko-Dunbar, Meg Smith

**Members Absent:** Tim Jenkins, Todd Warren

**Primary Business:**

* Becky Shirley from the Office of Academic Affairs will be the liaison between the council co-chairs and the College Senate. Council co-chairs can send documents to Becky to be posted on the College Senate page on Badgerweb.
* Discussion about proposed Music minor
  + Budget Advisory Council has additional questions:
    - What is the level of demand for a Music minor from current and prospective students?
    - What is the potential impact on enrollment/retention?
    - Would courses have sufficient enrollment and be scheduled at convenient times?
    - Is there a stable pool of adjunct instructors available?
    - Would additional facilities be needed?
    - What about travel costs associated with the minor?
  + Institutional Identity, Planning & Effectiveness
    - This council has some similar questions to the Budget Advisory Council, such as the availability of space/facilities.
    - To what standard will the program be held?
    - What would be the outside relationship with other institutions?
    - Suggestion: Send to Curriculum Committee
  + Student Success Council
    - This council also had similar concerns to those above, such as whether lab fees would be sufficient to cover costs of the program; the availability of qualified adjuncts; and the demand of current and prospective students needed for a minor to thrive.
    - Are resources and venues available for a chorale or ensemble where students in the Music minor could perform?
    - The minor could aid in recruitment efforts, especially locally, if we partnered with high schools in the area.
    - Would the University of South Alabama be open to collaborating with us?
  + There is some concern that the Music minor was approved in Faculty Assembly without thinking through some of the logistics. In general (beyond a Music minor), shared governance is a good place to vet various programs.
  + Currently, students who take a music class are essentially paying for individual lessons via lab fees. However, problems could arise when courses are added that need 10-15 students to make.
  + **Summary:** At this time, the College Senate does not feel that it is appropriate to go forward with the Music minor until a significant numbers of questions have been answered by the author of the program (Fr. Campbell).
  + Other questions: At what point does a program have to go through the ‘new program’ channel? Would the Music program be ‘new’ or merely ‘formalized’? There could be accreditation issues if it is named a ‘minor.’

**New Business:**

* Dr. Sims presented the Criteria and Process for New Program Proposals
  + This proposal is relative to all programs that involve students and would require allocation of new resources.
  + The proposal has three phases: 1) Program Concept, 2) Detailed Program Plan, 3)

Implementation and Review.

* + Each phase assumes new program has an author. If it includes curriculum, the co-author must be a faculty member.
* Dr. Sims requests Senate consultation and advice on the Criteria and Process for New Program Proposal.
* The Institutional Identity Council discussed the proposal in a meeting recently. The general consensus was favorable toward the content, but there were some questions about some of the language. Some initial suggestions are to include a prologue about the history of the proposal; increase clarity about focus on students; and add an explanation about how the proposal relates to different programs.
* The Executive Council is currently reviewing the proposal in order to explain in to the Faculty Assembly on 11/19. The proposal also needs to go to Staff Assembly.
* The College Senate formed a sub-committee to discuss the proposal: Samantha Church, Patrick Lameka, and Stephanie Girard
* The co-chairs of the College Senate will also request that all councils except the Budget Advisory Council meet to discuss question or concerns about the proposal (Councils on Student Success, Wellbeing, and Institutional Identity). The council co-chairs will report back to the College Senate co-chairs before the next meeting.

**Announcements:**

* The Budget Advisory Council passed their by-laws!

**Next Meeting:** Thursday, November 14, 12:15, Burke Library 103

**Meeting Adjourned:** 1:12 p.m.