

**Academic Foundations Committee
Minutes**

February 21, 2006

Present:	Randall Gloege Mark Hardt Connie Landis Abbas Heiat Janii Pedersen (student)	Dan Gretch Susan Gilbertz Sandie Rietz Lewis Rife (student)
Absent:	Bruce Brumley – <i>excused</i> David Garloff – ex-officio John Cech – ex-officio Mary Susan Fishbaugh – ex-officio George White – ex-officio	Tasneem Khaleel – ex-officio Kirk Lacy – ex-officio Mary McNally – ex-officio Curt Kochner – ex-officio
Guests:	Dan Gross Loyd Knudsen	Randall Pugh Brent Roberts
Presiding:	Mark Hardt, Chair	

Mark Hardt called the meeting to order at 3:45 p.m. in the Lewis & Clark room of the SUB.

The minutes of February 14 were accepted as presented.

I. Discussion/Action Items

A. New Submissions

Item 58.a AF Course: MIS 150 Information Access and Organization for Cat. I. Global Academic Skills C. Information Literacy

- Motion by Connie Landis, seconded by Sandie Rietz to accept Item 58.a for the Information Literacy category.

Abbas Heiat noted that this course will not be required as part of any major, option, or minor in the College of Business. This is a completely new course about formulating research questions and collecting and evaluating information, not just learning software. The staffing pattern shows it will be offered once or twice a year, but it could be offered more if the demand is high. Dr. Heiat also noted that this course would not be business oriented. Any student can take it and write their term paper on the subject of their choice.

- Motion carried with one abstention.

B. Resubmitted Courses

Item 59 AF Course: COMT 130 Introduction to Public Speaking for Cat. I. Global Academic Skills C. Information Literacy

- Motion by Sandie Rietz, seconded by Janii Pedersen to approve Item 59 for the Information Literacy category.

It was noted that this course does the job. The syllabus has been revised and the matrix is appropriate and tied to the syllabus.

It was noted that while the Library information literacy course is mainly theory, the Business and Communication & Theatre courses are applied. It would be good to have both in the category.

It was noted that COMT 130 is offered in multiple sections every semester.

- Motion carried with one abstention

Item 59.a AF Course: COMT 110 Interpersonal Communication for Cat. III. Social Sciences

It was noted that this course was previously submitted in the Information Literacy category, which it does not fit.

- Motion by Sandie Rietz, seconded by Randall Gloege to approve Item 59.a for the Social Sciences category.

- Motion carried with one abstention.

Item 59.b AF Course: COMT 150 Introduction to Theatre and Performance for Cat. V. Arts and Humanities A. Arts

Item 59.c AF Course: COMT 250 Introduction to Acting for Cat. V. Arts and Humanities A. Arts

It was noted that a requirement to attend live performances has been added to COMT 150. It was noted that the matrix does not seem to match the syllabus. Dan Gross, Chair of Communication & Theatre, stated that the wrong (un-revised) syllabus may have been submitted by mistake. A new one can be submitted. It was noted that the same problem also occurs with COMT 250.

- Motion by Sandie Rietz, seconded by Lewis Rife to accept Items 59.b and 59.c for the Arts category with corrected matrixes submitted.

- Motion carried.

It was noted that part of the assessment of Academic Foundations will have to involve making sure the syllabus always matches what is in the matrix for a course, no matter the instructor. It was cited that perhaps departments should have official syllabi for all courses they offer. Some departments already do this.

C. Assessment Strategies

Dan Gretch – embedded assessment

Dr. Gretch presented the basic structure of embedded assessment (see attachment to minutes).

It was noted that the main barrier to success with this strategy is faculty participation. If all courses are assessed every semester, a lot of data will have to be processed. However, a system where only some courses are assessed on alternating schedules would alleviate some of the heavy work. It was noted that this assessment strategy allows time for the information to be processed. The assessments don't have to be reviewed as soon as the semester ends. It can wait until summer, or another break time.

The meeting adjourned at 5:10 p.m.

Respectfully submitted, Rita J. Rabe Meduna.