MINUTES: School of Professional Studies Meeting, December 1, 2009, 11:00 a.m.

PRESENT: Dean Ehrlich, Dr. Asmussen, Ms. Edris, Dr. Galardi, Dr. Gardner, Dr. Goebel-Lundholm, Mr. Griffin, Dr. J. Grotrian, Ms. S. Grotrian, Dr. Hutchison, Mr. Jackson, Dr. Nevitt, Dr. Snyder, Mr. Wray

1. Mr. Alan Jackson represents the School of Professional Studies on the Academic and Curriculum Committee. Mr. Jackson reported on work of the committee and presented documents related to the planning of revisions to Freshman Orientation (COLL 101).

As retention of freshmen is better when faculty members are engaged, faculty members will provide the workshops in their study disciplines for the new orientation class. Students will select the workshops which they wish to attend.

   a. Orientation activities will begin the weekend before fall classes begin
   b. Workshop selection - by discipline (1 week)
   c. Class sessions
      1. Information literacy (4 weeks)
      2. Professional contacts (2 weeks)
      3. CAAP Exams (1 week)
      4. Issues/reading/discussion in the applicable discipline (4 weeks)
      5. Critical thinking – case study (2 weeks)
      6. School gathering (1 week)

Course grading will be pass/no pass.

Faculty will receive one credit for overload.

Each School’s faculty members will be responsible for the workshops and presentations related to their academic programs.

Videotaped presentations will be developed for the online orientation.
Mr. Jackson advised that there were not many online, first-time freshman students.

Faculty members discussed the possibility of the introduction of “cut scores” for the CAAP (Collegiate Assessment of Academic Proficiency). Currently there are no consequences for students’ receiving low scores/results on the CAAP.

2. Dean Ehrlich visited with department members about the new enrollment and management system. The new system should be ready for use for the fall 2010 registration. Dean Ehrlich indicated that the currently-used work sheets (progress sheets) should be obsolete with the new system. All student academic information updates should be available online.

A question about blocked registration was asked. Dean Ehrlich was not sure whether that feature of the enrollment process will be included in the new system.
3. Dean Ehrlich advised that class limits on some spring 2010 classes had been increased, so advisors were encouraged to look at class availability again for their advisees.

Undergraduate students have a six-hour limit for enrollment in graduate classes.

Dr. Hutchison discussed the need for the required MATH 110 and MATH 112 to be available online. Dean Ehrlich advised that MATH 120 could be substituted.

Mr. Wray advised that accounting students employed by accounting firms are not allowed to take classes in the spring of the year - during tax season. The Governmental and Not-For-Profit Accounting is offered during the spring semester only. Dean Ehrlich advised that he would review the possibility of offering the class at a different time of year.

4. Meeting participants viewed a recorded presentation created by Dr. Snyder’s Marketing Management class. In recent years Dr. Snyder’s Marketing Management classes have completed large projects such as an economic development project and another in which students worked with a museum. This semester, the class developed a video for the College. The video is entered in a competition.

5. Dean Ehrlich discussed budget issues with meeting participants. Specific budget changes have not yet been determined; though, cuts to academic programs or faculty are not expected. Peru is well-positioned for budget cuts this year and next.