Academic Issues Updates March 18, 2011 in lieu of School of Professional Studies Meeting;

1. Please provide Dean Galardi feedback via email no later than Monday, March 21, 2011 at noon on the assessment committee request for the capstone reports.

   Academic Catalog Issues

2. Undergraduate certificates will be removed from the catalog as of Fall 2011.

3. Question: Will we allow a student to follow multiple catalogs? (Ex: student could follow 08F general studies, 10F 1st major, 11F send major & minor, etc) Or, will we require a student to follow only 1 catalog for all requirements, gen ed, major, minor, certs all across the board? Then if a student changes their major and moves to a different catalog, all of their programs/plans/gen eds/major/minor/cert requirements would follow that one catalog? Currently, we have students under mixed catalogs and have allowed this to occur. This is an area where the set up has to be specific to where we either allow it or we don’t, so we need to know which direction to go for all students.

   We definitely want students to have the opportunity to “trade up” for innovations in their major. I’m ambivalent on the question on everything else having to change for them. My initial reaction is that they should be allowed to stay in an old gen ed program but have a new major requirement to their benefit. If we change the gen eds, many may want to go under the new requirements if they are easier to complete as the Board intends, so we should continue to have the capacity to have them be under mixed catalogs if this is possible.

4. Double dipping will begin Fall 2011 and is across the board between all areas, including general education, majors, minors, certifications, additional BA requirement area, etc. A course can meet two requirements at a time. It can meet a major and gen ed requirement, including in the Liberal Arts degree, but it can’t meet a major, gen ed, and minor requirement. Not changed: a course can satisfy ONE gen ed category at a time, not two.

5. The Business-Marketing-Information Technology (BMIT) teacher’s program will begin in the Fall 2011 catalog. Progress sheets will be out soon. Current BBSE students may opt to move into it or finish that degree.

   Operational Issues

6. We no longer proctor online classes. However, for the sake of capstone courses, instructors should consider the continued use of presentations which are recorded for online students, and on campus presentations for students at the Main campus.
7. Summer registration is well under way. Please email all of you advisees in MyPSC and advise them of the additional number of courses we are offering so we can be successful in assisting students with their career and degree completion plans.

8. Fall registration is almost upon us. Please send an email to your advisees or post an availability schedule on your office door so students can sign up for an advising appointment. Please have them consider minors or courses which can strengthen their employability or preparation for graduate school.

9. The Dean of Professional Studies has submitted a request for technology updates in classrooms and for faculty to the Vice President for Academic Affairs. Thank you for everyone’s input on this issue. There is no promise we will receive this, however, VPAA Drew is working on this issue with all three schools.

10. We have a large amount of three ring binders available for distribution. Anyone who has a unique idea on how to distribute them let Malinda or Dr. Galardi know. These are leftover binders from the prior learning portfolio submissions.

11. **In regards to attendance and reimbursement for all Professional development opportunities, please help us manage this process by;**

   a. Completing the absence request before attending the event(s).

   b. Obtain both Dean’s approval and approval of Professional Development committee on your requests before they are routed to the VPAA’s office. If the School of Professional Studies is not cognizant of your attendance at an event, we may not be able to guarantee reimbursement for you.

   c. Any reimbursement requests should have appeared on the original absence request - make sure to be accurate so we can reimburse you accordingly.

   d. What is not covered under Professional Development would need to be covered by Professional Studies if approved- if we are not aware of this, we may not be able to reimburse these costs.

   e. Make sure to note if you will be missing classes on the absence request so students who may not have been in class (ironically) and show up when a faculty member is gone can be provided information if they drop by the office.

12. Keep up the great work. Dean Galardi is hearing a lot of positives from students, both online and on campus. Before we know it, Summer will be here.