Approval of minutes from last meeting.

Introduction of members present: Jen Adams, Dave Berque, Kevin Kinney, Jamie Stockton, Courtney Cosby (student), Alex Puga, Lori Miles, Ken Kirkpatrick, Jeff Gropp

One additional student rep will be appointed.

 Course proposals and changes: list of previously approved Extended Studies courses, this stage assigns course numbers to the various ES opportunities. Variable credit for curricular on-campus and off-campus courses, short-term internships, independent projects (student proposed), faculty-led project (summer research projects).

Discussion: the during extended term versus semester term. Some short-term internships have been more experiences; observational, where the product is not the main focus. Independent projects are more product-focused. Faculty-led projects do not prescribe length or duration or timing. SRF would have a means for them to get ES studies credit. This will not affect since many internships for credit are already also paid. Primary benefit would be to make sure students are being properly credit for their work on their transcript. It makes little sense to offer credit for extended term internships but not for primary term internships or summer internships.

These courses may have a designation, available to all departments. General courses can be listed as UNIV, but departments can elect to offer them with their departmentally-specific designation. These department-specific offerings are being added as needed by the registrar to keep the catalog from getting cluttered. All ES offerings may be accompanied by specif2pay benl3(o)]PCgh-bl\_particularly

following the 9/10 deadline for new ES course proposals.

Need to clarify standard formatting for (.5) versus (0.5). Format chosen= (0.5).

2. UNIV (5) courses approved.

- 11. Old business; we have not completed changes to handbook policy to clarify that work can not be assigned after the end of a primary term. DB or KK will draft language.
- 12. Old business: Satisfactory Academic Progress for Financial Aid and Academic Standing proposal before faculty on Monday. Language darification for changes to term/ semester for financial aid. Whole semester GPA matters for financial aid, but for advising, we may want to wait to see ES grade before officially suspending. The addition of extended terms, particularly in Semester I, may leave students with too little time for appeals and advising. Status terms will be provisional until Extended Studies is completed.

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students time to appeal. All cases will be evaluated at the end of each ES term. Academic standing and financial aid should be aligned so the processes will be united for students

- 13. Old business: CAPP/ MAO merger on hold until FGSC meets. No new information at this point.
- 14. New bus

when language was cleaned up referred to DB.

- 15. Chair of CAPP is interested in reviewing distribution requirements; MAO brought forth the proposal because at that time, President Casey gave many assignments and they were simply divided among the main committees. CAPP would now like to be the committee to complete that review. Impact for MAO might be that when the distributions were passed, implication was that distributions requirements would be met only by courses without a pre
  - wanting to discourage students who are prepared to study at a more advanced level by forcing them into 100-level courses they may have tested out of, etc.
- 16. Question about making sure students understand the new semester credit system. KK is sending warnings to students currently registered above 4.0 courses to alert them of the new system of credit

- 10. Rahman, POLS. Approved.11. GIS google earth. Approved.12. Wright, prereqs should be listed with old/new numbering assig/nt

# Committee on Management of Academic Operation Meeting of 9.29.3014

In attendance: J.

COMM 292. Wants to add .25 credit to .5 and 1. Approved COMM 491. Upper-level designation. Approved.

### 3. Changes in the School of Music

FYS and ~ 75 classroom. Clarification was requested on the following what do FYS instructors think & clarification on policy (does it go to faculty?)

b. Handbook policy to clarify that no work can be assigned after the end of a semester – Dave B discussed the newest version of proposed language related to finals week in lieu of exam such as papers or projects) approved the underlined wes pr ar ms oppo ed h A

#### MAO 10.27.14

#### Miles to take minutes

Present: Puga Berque, Adams, Stockton, Kirkpatrick, Kinney, Miles, Gropp, McCoy

- 1. Approval of minutes
- 2. Heritage Speakers discussion for next meeting
- 3. a. UNIV 315; discussion about response from S. Wilson regardinature of tutoring course, process of application, possibility of paying tutors. Feedback was perceived as being addressed appropriately in the response, though questions remain about this program being credited and graded. Ethical issues about whether his is appropriate to have students paying for this experience. Requirement of learning contract and goals make it more of a prep course. Used in ML and MusicCS has utilized it. Majority approved.

7. Adjourned 5:17 pm.

- 1. Call to order & Lori Miles to take minutes, all members present
- 2. Approval of Nov 10, 2014 minutes
- 3. New course/course change/major change proposals

https://my.depauw.edu/e/reg/course proposal/mao login.asp

a. HIST 100

New course:this would be a methods heavy course with a writing emphasis. Approved.

b. HIST 150

New course:rotating topics not unprecedented at the 100 level in other disciplines. Question for partment: can the coursebe retaken with a different topic? MAO is asking for clarification only. The course listing would need an additional letter to designate theareas like Political Science. Approved with clarification requested.

c. UNIV 325

New course:course has been offered for some time, formatted as a writing workshop. Approved.

d. ART 350

Course title change: course title moves to a more concise description continuent. Approved.

e. BIO 203

Items #e-h are all part of previously approved BIO curriculum revisions, corrections need to be carried out to the preregs for the course. Changes approved.

- f. BIO 250
- g. BIO 315
- h. BIO 385
- i. Asian Studies Major Change

Major change proposal addresses ... '• ... ‡ "•• '^ ò f • - • f f © É " é—, ‡ < ‡ ‰ - ' ' • f " " ' † é é · .f. É f • ‰ ‡ Studies major ó ä pèpes al reflects a broader list of eligible courses with a reduction of the language requirement from four semesters to two semesters. This is part of a larger discussion of area studies and Modern Languages, difficult to know how this will all fit into those discussions. Proposal includes options for language acquisition beyond Chinese and Japanese to Indian, either by study abroad or through approved programs. Reducing the language requirement will make the major more attractive. Also includes information about fumdifor study abroad. Changes approved.

- 4. Coordinated committees and subcommittees new announcements
  - a. AcademicStanding
  - b. Petitions
  - c. Teacher Education
  - d. Library Advisory
  - e. Academic Technology Advisory
  - f. Advising
- 5. Old Business
  - a. Handbook language impacted by newExtended Studies credit
- 6. New Business
  - a. ES: 2016 Call for WT & MT Classes Due Fale will be seeing all proposals (both curricular and co curricular).
- 7. Adjournment

#### MAO Minutes 2-9-2015

Present: MarkMcCoy, Kevin Kinney, Jeff Dunn, CourtneyCosby, Lori Miles, Ken Kirkpatrick, David BerqueJennifer Adams, Alex Puga

--Minutesfrom last meeting werepproved.

New courses/ Course changes.

BIO 241.BIO 214(Cells/genes) has been æquiredcourse BIO241 is considered an alternative to that cours the poll among BIO facult have been 100% supportive there are concerns about sequencing and overlap with other courses. The course is not a prerequisite for anything specific, but would be a prerequisite or electives offered by one colleaguence is a question bout what 3 V L J Q L I L F D Q W V X S S R U W ´ P H IMAQV who will like the search the coverall nipars. Concernaised about BIO disputing the motion at the point of consent agendaring a faculty meeting However, the discussion is about electives, and not changes to the major.

Course approved.

LAT140 This is an intensive on semester for language equirement.

Course approved

GEOS 450The proposal is to change from 50 to 1 credit. 7 KHUHLV D <sup>3</sup> ZULWLQJL(PDMRU´FROP 68) iRvoull by oof to 10.

CourseApproved.

Old Business:

ES Proposals from Soberg and Suarez Courses were approved MT, but May enrollments are low. Part of the problem is that dents were not able to register for May ES until very recently Question about \$2 \ V : UsRt @ Improve courses, or to allow that they be offered? Concertaised about adding in courses when enrollment is already low. An announcement for these courses ould be made to students an addition tan announcement about recently approved courses.

Vote is not to offer these courses for May Term 2015.

Announcement that II ES proposals for 2012/2016 are to beubmitted by Feb. 16 MAO is now handling credit and neared it bearing courses. Discussion abgrautiging student interesh ES courses

Discussion of Handbook Language

Final Examination PolicyNeeds clarification about V W X G H Q W V  $\P$  H Q G R I W K H V I transportation issumed how they affect Final Exams.

What happens at a point of dissent between faculty membership or the President? Would by-laws have to be rewritten?

More discussions to follow

Adjournment at 5:2PM

Respectfully submitted, Alejandro Puga

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- 1. Call to order & v ' Ž • ‡ ‡ " ' f ‡ ': ‡ fMiles ‹ — ‡ In attendance: Kevin, Alejandro, Jamie, Jen, Dave, Ken, Mandy, Jeff
- 2. Approval of Feb 9, 2014 minutes
- 3. New course/coursechange/major change proposals
  - a. ANTH 370APPROVED
  - b. EDUC 420APPROVED
  - c. ENG Major Change(fine but weird)
    - i. ENG moving to topics

46. Howard, Campanology, UNIV

		Future Law Career	
WT Off-Campus			
Haug	UNIV 183	Healthcare and Medical Education in Cuba	CoCurricular
Whitehead	HIST 183	The French Revolution	Academic
Hershberger	UNIV 183	Winter Term in Service El Salvador	A and a soin