

College of Arts and Sciences
Assembly Meeting
Minutes January 19, 2010
Oakland Center, Oakland Room

Members present: *Dvir, K. Berven, Mabee, Connery, Lombardo, Khattree, Sanders, Hawkins, Neilson. Fails, Khain, Ostergaard, Clason, Grossman, Stoffan, Eis, Wood, Schneeweis, Stamps*
Members absent: *Estes, D. Berven, Navin, Williams, Herold, Purcell, Wright, Kerrigan, Schweitzer, White*

Ex-Officio present: *Stewart, Moore, Sudol*

1. Call to order

The meeting was called to order at 3:30 p.m. by Dean Sudol.

2. Approval of the Minutes, Meeting of November 17, 2009

The minutes of the meeting of November 17, 2009, were approved moved by Susan Wood, seconded by Chris Clason.

3. Academic Skills Center Visitors Krista Malley and Christy Lee

Dean Sudol introduced Krista Malley, director of the Academic Skills Center and Christy Lee Early, alert student retention assistant. Malley distributed promotional material for the Academic Skills Center and discussed the WRT pilot of the early alert program. Last fall during a 3-week time period, WRT 150 and WRT 160 instructors referred 31 students to the ACS. Based on feedback from that pilot study, ACS has updated the early alert program, and information about the program is available for both faculty and students at the ACS website. Malley provided a short history of the early alert program, which was initiated 2 years ago by a faculty committee who wanted to provide proactive measures for helping students in 100-200 level classes. ACS is dovetailing this program with mid-semester evaluations, and examining how many students who are referred for early alert assistance return to the ACS because of poor mid-semester evaluations.

Christy Lee provided an overview of the early alert program, which she believes is a proactive retention tool to locate students having issues early on. Lee discussed “red flags” faculty could look for in students who might need help early in the semester, including attendance, missed or incomplete assignments, low quiz and test scores, inappropriate behavior, missing course materials, health, or financial issues. Once faculty have identified a student for referral, they can download the referral form from the ACS website, complete the form, and email or mail it to ACS. Lee noted that the three long-term goals of this early alert program are increased retention, a decrease in the number of students on academic probation, and an increase in graduation rates.

Malley closed by observing that she has been visiting different departments in the college to introduce EA, and anyone who wishes to set up a visit for their department should contact her at 370-4217.

4. College of Arts and Sciences Exploratory Requirement (CASER), *second reading*

Dean Sudol asked someone from the Executive Committee to put into play a motion to discuss the CASER that was recently revised by the CAS Executive Committee. Richard Stamps addressed the assembly and observed that he supported the CASER because “we live in changing times and we need changes.” The Assembly voted to substitute the new CASER for the second reading. The vote carried and the motion to approve the CASER requirement for inclusion in the 2010-11 catalog was discussed by the Assembly.

During the discussion, the following motions carried:

- A. The word “rubric” will replace the word “department” in lines 3 and 6 of the CASER catalog copy.
- B. The acronym “CASER” will replace the phrase “pre-defined exploratory sets of courses” in sentence 3 of the second paragraph, and it will replace “College exploratory requirement” in sentence 1 of the third paragraph in the catalog copy.
- C. The first sentence in the third paragraph of the catalog copy will be revised to read “Courses taken to fulfill the CASER must be at the 100-level or above,” removing the part of the sentence reading “and must be in a subject taught within the College of Arts and Sciences, with the exception of non-College courses that are part of the pre-approved exploratory sets.”
- D. The CASER proposal will be put on hold for this year so that it can be sent back to COI. COI, with advice from the ad hoc Distribution Committee, will work to address the following:
 - 1) Simplify the catalog copy to make it easier for students to understand the new requirement;
 - 2) Determine the CASER’s effect in terms of workload on the chief advisors;
 - 3) Determine the CASER’s effect in terms of workload (on chief advisors and COI) when students choose to develop their own self-determined sequences.

5. College Update

Dean Sudol provided a brief college update. The Graduate Education Office has been overhauled; Squirrel Road will be closed for reconstruction during the summer; and the legal issue of non-matriculating student living in the dorms went to court recently. Dean Sudol noted that the legal issue involved deals with the rights of the university over its property, and based on the court’s ruling, any student enrolling in continuing education may now demand accommodation in the dorms.

Consultants will be on campus to improve signage. Since CAS occupies 9 buildings, there are problems with current signage for our college. 468 additional parking spaces will be constructed

for a total of \$1.7 million, but the issue of traffic at exits has no easy solution beyond possibly re-routing roads. The groundbreaking for the Human Health Building will take place on April 12. Dean Sudol noted that it is to be a green building. The proposal to build a new dorm has been put on hold. Dean Sudol then discussed the state of the state: Michigan won't recover its job losses until 2030, and for the next fiscal year the university anticipates a double-digit cut to the budget.

6. Good and Welfare

The OU Chorale has been invited to perform at Carnegie Hall.

Regina Carter will be on campus for a performance on Thursday, January 28.

7. Adjournment

The meeting was adjourned at 5:12 p.m.

Respectfully submitted,
Lori Ostergaard