The meeting was called to order at 1:00 p.m. by Chair Greg Laurence.

Approval of Minutes – October 27, 2016 ► A motion was made and supported to approve the Minutes of October 27, 2016, as written. Motion carried.

B.S. in Respiratory Therapy Program Proposal -- Continued ► After a review of the proposed B.S. in Respiratory Therapy Program, AAAC invited Professor Parker to the meeting to answer some questions that they had. Her responses follow:

- Shan indicated that this is a degree completion program for practicing Respiratory Therapist who are licensed and have an Associate Degree. She indicated that it would not be possible for a freshman to enter the program, but rather, someone with the equivalency of an Associate Degree could transfer into the program. The General Education courses are listed in the proposal for the purpose of any possible transfers to make sure that their General Education requirements are satisfied.

- There are 16 Associate Degree programs in Respiratory Therapy in the Michigan. Collaboration efforts are being made with other colleges/universities for recruitment efforts; Delta has already shown an interest in this program. If this is approved UM-Flint would have the first and only B.S. in Respiratory Therapy Program in the Michigan.

- Shan reported that this program is a totally online program with the exception of one Inflex Technology course. She indicated that there are no prerequisites because all potential students would have experienced a clinical during their Associate Degree program. Shan mentioned that this program would have two kinds of clinicals:
  - One would be more like a practicum where the student would come to campus for a 40-hour residency in their specialized area.
  - The other, the student could complete in their local area; designed for more of a professional career, i.e. manager.

She added that Ann Arbor expressed a willingness to take any of our students to satisfy the on-campus residency program.
Shan provided a detailed explanation of the budget. She indicated that the first year would be hiring faculty for spring to develop the curriculum. She reviewed the subsequent years and explained that the break-even year would conservatively be 2021-22.

She concluded that they are initially targeting enrollment of 25 students but the program will have a potential to handle significantly more. She said that in some other programs around the nation, this kind of program has sky-rocketed. They will be marketing aggressively and because it is online, they will not have to depend on regional recruitment. Finally, Shan reported that if the program is approved, they have already signed up for accreditation and they would be only fourth in the nation to do so.

Doug indicated that he is in support of the program because it is a market move that has value. Other discussion took place. A motion was made and supported to approve the B.S. in Respiratory Therapy Program.

2018-2019 Academic Calendar -- Revisited

Ricardo asked that the 2018-2019 Academic Calendar that was finalized in our last meeting be discussed again in lieu of the fact that HR Director Beth Manning found that beginning the calendar year prior to September 1 would be a possibility. Members indicated that they did talk to their colleagues in their respective departments regarding possible options and there were very mixed feelings. Much discussion took place regarding various issues.

Discussion centered on final exams. The Registrar’s Office indicated that two days for final exams in Spring and Summer would be fine; however, they do need the six days devoted to final exams for Fall and Winter. The Registrar’s Office indicated that if we want to reduce the number of final exam days for Fall and Winter in the future, we would either have to reduce the 2-1/2 hour blocks that are reserved for each course, OR, set up a system where faculty could report in the beginning of the semester whether they needed a final exam room reserved. It was unclear whether holding final exams during the designated final exam schedule versus the last instructional day was a policy or guideline. The committee said that perhaps this should initially be a discussion for the deans.

A motion was made and seconded to adopt the 2018-2019 Academic Calendar that was adopted in AAAC’s meetings of October 6 and October 27, 2016. Motion carried.

Provost Report

Doug reported that a memo was sent to the Steering Committee and representatives of the HLC Criterion groups. There will be two organizing sessions on November 14 and 15 at which time the charges of the Criterion groups will be provided. Also, the HLC Persistence efforts will be updated by Chris Water and Steve Turner regarding progress to date. We don’t anticipate any problems; feel that we are spot-on to date. He also noted that our HLC liaison will be visiting campus soon.

Doug also reported that a draft recommendation will be made by the Graduate Board regarding program review. The purpose of the recommendation is to refine the current process. He will share it with the committee and we could possibly look at it in comparison to the current undergraduate process.

Doug announced that he will be appointing Marge Andrews as the Interim Dean for the School of Nursing and right now she is working as the designate for the new school. He said that the Deans have just held the first of several mini-retreats following the one in the fall. They strategized on recruitment and the role of the dean, and this was followed by the STRIDE meeting on campus.

Faculty Council Report

No report.

Discussion of UM-Flint Strategic Planning Process

Doug indicated that a call for nominations for members of the Strategic Planning process was made. He hopes to end up with a diverse group and indicated that this would be a good opportunity of emerging young faculty to experience and meet other members of the university. Greg said that faculty appreciate the selection process that has been put in place where chairs of Faculty Council, AAAC, and CAC/BSP will be selecting those to serve on the committee.

Discussion of Standing Academic Committee’s Relationship to AAAC

Greg indicated that we have standing committees that report their agenda/minutes to Faculty Council; however, sometimes not in a timely manner.
wanted AAAC to be thinking of possibly a tier system where, for instance, the Curriculum Coordination Committee (CCC) and General Education Curriculum Committee (GECC), for instance, would funnel their meeting information to AAAC for review. Sometimes AAAC is asked to review a proposal/program and we end up spending time asking the same questions and reviewing it that another standing committee has already done. The thought is that that is not very efficient and that we should be informing one another. An example noted was the matter of the Curriculum Duplication Committee efforts. AAAC will look at the master Roster at the next meeting and be thinking about a systematic process that might be more efficient.

**System for Syllabi Availability Discussion**  ► Discussion regarding the System for Syllabi Availability agenda item was tabled for the next meeting.

The meeting adjourned at 2:25 p.m.

**NEXT MEETING**

Thursday, November 17 – 1:00 p.m.
Graduate Programs Conference Room (215 Thompson)