Ricardo called the meeting to order at 1:00 p.m.

Approval of Minutes – December 3, 2015  ►  The Minutes of December 3 were approved as written.

Ricardo indicated that because the Graduate Board has some questions for the department in regard to the MS in Engineering, that agenda item was removed from the original agenda and tabled for the next meeting.

New Master’s Program in Math Education  ►  Much discussion took place regarding the proposed MA in Math Education including the solicited comments from the needs assessment piece. It was noted that one of the faculty member’s credentials need to be updated prior to moving forward. Discussion entailed the purpose of the degree since it would not equate to additional certification; however, the following was noted:

- The degree would enhance a professional portfolio in terms of specialization.
- Some educators do not have confidence in teaching math and the completion of this degree would provide that bridge.
- Although it would not provide certification, it would count towards the credit hours that are required to maintain teaching certificate status.

A revenue question arose in that the calculation for Summer requires 6 credits for a .22 FTE, while the calculation for Fall requires 4 credits for a .22 FTE.

Action:  The AAAC approved the program and recommended to the Provost that it be moved forward with the correction of the credential and clarification regarding the revenue question.

New Major Program in Early Childhood  ►  Aviva disseminated preliminary needs assessment data in support of the new major in Early Childhood Studies and discussed aspects of the proposal including certification, the need for the program, and where the Department feels that they will
draw enrollment. She felt that the program would be attractive and/or beneficial possibly to those individuals who may not have been able to pass the preliminary exams for Michigan. She also indicated that the hope is to draw from other community colleges because currently Rochester is the only one that has a similar program. Aviva explained that this program will also allow the Department of qualify for the TEACH Grant. The Department is not seeking 80% new program revenue because the program is nested in the current Early Childhood program. Other discussion ensued. Aviva pointed out that the degree could also be used in related occupations such as family advocacy, pediatrics, family law, etc.

**Action:** The AAAC approved the program and recommended to the Provost that it be moved forward.

**Proposal from CAS Interim Dean** ► Ricardo explained that Interim Dean Gano-Phillips is requesting, on behalf of the Council of Chairs, that AAAC develop/administrator a survey to all faculty pertaining to why course evaluation student response rates have declined and what can be done to increase the rates. Much discussion took place including the mention that the January Governing Faculty Meeting will specifically focus on that topic. Much discussion took place not only in regard to whether a survey should be done but in terms of the timing of a survey and/or who should be developing such a survey. Doug expressed concern in perhaps initially developing a policy or standards for faculty when delivering the course evaluations to students in terms of the way that it is administered. Best practice was discussed.

**Action:** The consensus of the Committee was to wait until after the Governing Faculty Meeting in regard to next steps and in the meantime to request from the Office of Extended Learning a breakdown of the response rates for all categories/ranks of the faculty in the last few years.

**Proposal from OEL Director Regarding Sharing of Information** ► Ricardo explained that Director of the Office of Extended Learning Deb White received a request from a Ph.D. candidate from MIT who is studying the impact of faculty unionization, specifically if whether the unionization of adjunct faculty in 2003 at UM-Flint had any impact on teaching quality as measured by student course evaluations. Deb asked that AAAC decide whether to fulfill the candidate’s request. Although some felt that the results of the dissertation may be of interest, the collaboration appeared to be a red flag to others in terms of how information would be anonymized and other issues.

**Action:** A vote was taken and AAAC denied the request.

**Proposal from the Chancellor** ► Doug explained that the Chancellor is asking AAAC about the possibility of co-sponsoring a speaker and/or focused conversation regarding classroom climate, specifically issues of micro-aggressions. Discussion ensued. Discussion took place regarding what is “micro-aggression” and examples thereof, and what other universities are doing. Doug indicated that this is a main interest in student affairs. Most felt that it might be a good time for conversation.
Action: AAAC agreed with moving forward with this topic in principle; however, they would like to see a proposed speaker list and the cost.

Assumed Practices – Continue to Finalize Discussion and Recommendations ► A review continued of the HLC Assumed Practices beginning with Section C. Doug explained that as we are moving through the criteria, he has asked Tom Wrobel to work on the broader range of the review affirming what is in place and assessing any gaps so that we can move forward in tightening our standards and policies. Item 5 was noted as an area that needs work. Section D was fine.

Report from Provost ► Because of the limited amount of time, Doug indicated that he would place his items in writing and send them to the Committee.

Report from Faculty Council Representative ► No Report.

Matters Arising ► No items.

The meeting adjourned at 2:30 p.m.