

ALL-UNIVERSITY COMMITTEE
Salem State University
MINUTES - 15/16:03
December 4, 2015

Convened: Time: 3:05 p.m. Sullivan Building room 106

Attending: Members: Joanne Carlson, Clarke Fowler, Raminder Luther, Harry Pariser, Kanishkan Sathasivam, Nancy Schultz (vice-chair), Anne Sullivan, Stephen Young (Chair)

Please note: AUC = All University Committee, UCC = University Curriculum Committee, APC= Academic Policies Committee, SAC = Student Affairs Committee

I. Chair's Report

Chair Young welcomed everyone to the meeting.

The Chair suggested a new process for reviewing the minutes of the AUC. Vice-chair N. Schultz suggested that the chair continue to prepare the minutes, and send them in advance to the minute-taker. The minute-taker then writes up the minutes and returns them to the chair and to Schultz, who will edit the minutes, and send to S. Young to distribute for approval

A. Rotating Recorders & Meeting Schedule

December 4, 3:00 pm (SB106) - Joanne Carlson

December 18, 3:00 pm (TBA) - Scott James

II. Approval of Minutes

A. *University Curriculum Committee*

1. University Curriculum Committee 15/16:06

Motion **To accept the minutes of the University Curriculum Committee (15/16:06)**
Made by: C. Fowler Seconded by: K. Sathasivam

Vote Motion: Unanimous in favor

Discussion The Chair of AUC presented a review of the UCC minutes:

This meeting started off with the chair reminding people that there are many packets under New Business and that the December 16 meeting will probably be a lengthy meeting. Under Old Business, a package from the Philosophy department was tabled. Next, a large package from the Childhood Education and Care

Department was taken up. There were 10 items in the package. The Early Education and Care Concentration is a new program, which was approved last year, for students who will work in preschools. There were some minor changes suggested for some of the items, and the package was unanimously approved. There was an additional package from the Childhood Education and Care Department with 3 items that were unanimously approved.

Chair Young asked if there was any discussion.

No Discussion

Motion To end discussion of the minutes.
Made by: K. Sathasivam Seconded by: C. Fowler

Vote Motion: Unanimous in favor

Motion **To approve the minutes of the University Curriculum Committee (15/16:06)**
Made by: C. Fowler Seconded by: K. Sathasivam

Vote Motion: Unanimous in favor

B. Academic Policies Committee
2. Academic policies Committee 15/16:03

Motion **To accept the minutes of the Academic Policies Committee**
Made by: N. Schultz Seconded by: R. Luther

Vote Motion: Unanimous in favor

Discussion The Chair of AUC presented a review of the minutes:

This meeting was run by the Vice Chair and started off with various procedural matters. Next, the Standing Subcommittees gave their reports. The Academic Calendar subcommittee met and reviewed the calendar and is submitting questions to the Registrar for clarification. The calendar should be presented to the APC for review by the end of the semester. The Selective Retention subcommittee meets in January, June, and August to review appeals, so they have not met this fall. Under New Business, they took up a policy from the Childhood Education and Care

Department: **Policy regarding the lifespan of elementary and early childhood education licensure courses (16:080)**. The policy states that: “No education courses that are part of or required for either the early childhood or elementary teacher licensure course sequence may be more than seven years old at the start of a student teaching practicum.” The rationale for this is that some students will come back to the university 17 or 18 years after taking their courses, looking to enroll in student teaching. If a student last took an education course more than seven years ago, the courses’ content in their classes has most likely changed dramatically and is not current with the latest teaching practices. The university needs to ensure that students placed in schools are current in the field. There was considerable discussion, and then the policy was passed unanimously. Next they took up the issue of forming a subcommittee to work with the Graduate Education Council (GEC) to create a joint policy between APC and GEC around the 4+1 programs so there is a unified policy around courses taken in the 4+1 program and for students who do not complete the +1 and then return to the university. There was considerable discussion about the subcommittee’s work and the importance of getting the policy right. There was a suggestion to have a member of the AUC join the APC-GEC 4+1 committee. J. Cambone from the School of Education has been asked to convene the group. The subcommittee as now stands is: J. Cambone, P. Walker, K. Ratner (GEC), M. Miller (Registrar), Bonnie Galinski, S. Silvern.

Chair Young asked if there was any discussion.

A member requested clarification on whether S. Young was at the meeting. S. Young will request that APC minutes reflect that his comments included in the minutes were from an email correspondence.

C. Fowler provided clarification of proposal 16:080-Policy regarding the lifespan of elementary and early childhood education licensure courses: policy directly relates to ensuring currency in practice for students engaged in student teaching.

A member stated a concern that the policy applies to just one program and suggested there may be a need to look at all programs within the School of Education. It was asked if it would be J. Cambone’s responsibility to address the need for similar policy across all programs within the School of Education. Discussion ensued about the policy.

S. Young will email J. Cambone regarding the possible need of a similar policy for all programs within the School of Education.

S. Young will email APC to address the possible need for a six-year limit for courses at the undergraduate level.

Chair Young asked about whether the committee thought a member from AUC should join the subcommittee being formed to address policy issues pertaining to 4+1 programs.

S. Young volunteered to serve on the committee.

Motion To end discussion of the minutes.
Made by: K. Sathasivam Seconded by: C. Fowler

Vote Motion: Unanimous in favor

Motion **To approve the minutes of the Academic Policies Committee (15/16:03)**
Made by: N. Schultz Seconded by: R. Luther

Vote Motion: Unanimous in favor

C. Student Affairs Committee

3. Student Affairs Committee 15/16:01

Motion **To accept the minutes of the Student Affairs Committee**
Made by: N. Schultz Seconded by: R. Luther

Vote Motion: Unanimous in favor

Discussion The Chair of AUC presented a review of the minutes:

This meeting started off with the chair reviewing the charge of the committee and their accomplishments from last year (AY14-15). Then the Chair laid out the goals for the coming year that include:

Continue to explore SGA relationship
Establish forum for student concerns
Explore sophomore experience
Explore cost savings ideas for books
Under New Business there was a discussion of a committee member attending the SGA open meetings. Next there was some discussion and brainstorming about research related to the “Sophomore Experience.” Finally the committee discussed options of student advocacy in regards to book costs

Chair Young asked if there was any discussion.

No Discussion

Motion To end discussion of the minutes.
Made by: R. Luther Seconded by: A. Sullivan

Vote Motion: Unanimous in favor

Motion **To approve the minutes of the Student Affairs Committee (15/16:03)**
Made by: N. Schultz Seconded by: R. Luther

Vote Motion: Unanimous in favor

III. Old Business None

No Old Business

IV. New Business

A. Request from the President

1. Test Optional Admissions

Motion **To accept the Test Optional Admissions memo**
Made by: K. Sathasivam Seconded by: A. Sullivan

Vote Motion: Unanimous in favor

Discussion The Chair of AUC presented a review of the memo:

The Chair of AUC gave a review of the memo from the president. For students applying to SSU for the Fall of 2016, Salem State will promote a “test optional” application process. It has been found that the admissions criteria of academic work and GPA tend to be better indicators of academic success than the standardized tests of SAT and ACT. It is hoped that this option will ensure equitable access for high school students whose academic potential may not be adequately reflected in the standardized tests.

The request from the president is for AUC to work with Academic Affairs and Admissions to review the performance of this program. Preliminary data about students accepted under this program will be available in the spring of 2016. The president also requests that AUC make recommendations regarding committing to test optional admissions from the Fall of 2017 and beyond.

Chair Young asked if there was any discussion

A committee member requested additional data on students admitted over the last five years as “special admits, adding that the data needs to contain information on academic performance, and another member seconded the need for additional data.

One member requested clarification on whether students admitted as special admits include students from the Summer Bridge Academy, and wondered if the purpose of test optional admissions may be to increase the number of incoming freshman. Another member asked about the “genesis” of test-optional admissions policies, and evidence of faculty input.

Another member raised the concern that the elimination of the SAT/ACT not lead to the use of subjective instruments, such as personal statements and letters of support, but instead be focused on strong objective criteria.

Another member observed that the test-optional standards were not well advertised to the current pool of applicants and given this, there may not be a clean data set to assess performance for the pilot group of students.

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It was observed that that the minimum SAT scores required for admission are set by the Department of Higher Education. Another member responded by asking if the test-optional policy conflicts with the minimum SAT score policy set by the Department of Higher Education, and stated that SAT/ACT test requirements helped to minimize variations in GPA and course selection that may exist due to the diversity in the high schools that the applicant pool is drawn from.

Concern was voiced that there are clear differences in the GPAs across all high schools and this may be problematic in test-optional admissions.

S. Young shared recent comments by the Commissioner of Higher Education, during his recent visit to campus for the need to increase access and eliminate barriers for students seeking higher education. It was suggested B. Galinski from admissions might be invited to an AUC meeting to provide further insight.

S. Young stated that AUC committee member, S. James, would be able to help provide clarification and help address some of the concerns of the committee at the 12/18/15 AUC meeting.

Tabling the Test Optional Memo was proposed until further information could be provided.

Motion To end discussion of the memo
Made by: A. Sullivan Seconded by: C. Fowler

Vote Motion: Unanimous in favor

Motion To table the request in the memo
Made by: N. Schultz Seconded by: K. Sathasivam

Vote Motion: Unanimousness in favor to table approval of the request in the memo

Chair Young asked if there was any other new business.

A member expressed concern over the late notice (email invitation sent to campus community on 12/4) for a discussion on diversity being hosted by the Diversity and Multicultural affairs office in partnership with the Student Government Association on Monday, December 7 at 3 pm in Veterans Hall.

A member requested information on the meeting dates for the spring 2016 semester. S. Young will consult with V. Ross and the information will be forthcoming.

Motion To adjourn

Made by: K. Sathasivam Seconded by: A. Sullivan

Vote Motion: Unanimous in favor

Meeting adjourned at: 4:00 PM

Minutes respectfully submitted by: Joanne Carlson