

ASCC Minutes
Tuesday, December 9, 2014
3:30-5:00pm
BCC 204

Present: Laura Nash (Chair), Steven Bayne, Margaret McClure, John Miecznikowski, Kathryn Nantz, Michael Pagano, James Simon

Regrets: Elizabeth Boquet, Scott Hiller, Terry-Ann Jones, David McFadden

Guests: David Gudelunas

Meeting began at 3:30 pm.

I. Approval of Minutes from November 11, 2014

Corrections:

- John Miecznikowski was *not* present at the meeting
- Page 3 – Lydia add her last name: ‘Willsky-Ciollo’
- Page 4 – ‘udating’ to ‘Updating’

II. Announcements

Laura Nash – Toby Svoboda amended his course syllabus regarding the attendance policy and final exam. She approved the changes.

John Miecznikowski moved to change the order of the agenda- Laura Nash seconded for ‘PR Major’ to move up after ‘Announcements’. All in favor.

III. PR Major

- Communication Prof. Gudelunas presented a proposed Major in PR in the Comm department
- Laura Nash – Received word from Beth Boquet that the PR major proposal is still in discussion with the English Department and being discussed at their Department meeting today (12/9) at 2 pm. Prof. Gudelunas noted English had six opportunities to meet with him and discuss the PR program
- There are TWO required courses students will need to take outside the Communications Department –
 - An English Writing Course
 - David Gudelunas spoke with Beth Boquet and Elizabeth Petrino (English Department Chair) and they did not see an issue with English offering the courses for PR majors. But this is still in discussion with the English Department.
 - Right now there are about 15 available seats in English courses that could satisfy the PR writing requirement. Potentially 2 more sections that they will have to run to service the future PR majors.

- If English says they DO NOT want to participate, Communications has a graduate course 'Written Communication' and that course can be reconfigured and developed for the undergraduate level.
 - Dean Simon noted "Media Writing" is a recognized subspeciality and could be the basis for such a course
 - An Applied Ethics Course
 - David Gudelunas spoke with David Schmidt (Applied Ethics Program Director) and he is on board.
- Questions/Concerns:
 - Kathryn Nantz – has concerns about necessary recourses – that there are not enough Communication faculty members to handle the new major and both graduate and undergraduate Communication students.
 - David Gudelunas mentions that they have requested a 'professor of practice' line to satisfy the needs specific to the PR program.
 - He estimates there will be 100 to 200 students to major in PR. Many of which would come from the existing Communication major. Kathryn Nantz – "why don't many schools have PR programs?" Gudelunas: Many are within Communication with a concentration in PR. Other times it is university politics. For example, at Georgetown the departments have blocked it to make sure their students stay in their major versus moving to a PR program.
 - One of the things that drove this idea is data from Admissions. Many potential students have been asking if we offer a PR major. When they find out that Fairfield does not offer it they decide to go to Quinnipiac or any other school that has the PR major.
 - Kathryn Nantz – has concerns about creating new structures/courses for teaching the same things. They should try to stay away from creating new courses within Communications if those courses are in place within English. It would be bad for students and bad for the institution.
 - James Simon – A response to the concern over resources. The Administration will not approve a tenure track line until the program proves itself with enrollment. Lynn Babington agrees that this major will attract many students to Fairfield and it will be a well-resourced major.
 - David Gudelunas – They still need to get a sense of student interests/specialties before thinking about hiring tenure track faculty; examples: corporate PR, healthcare focused PR, celebrity PR, sports PR, non-profit PR...etc.
 - Steven Bayne – Why did the committee choose to not include the ethics courses in the philosophy department for the ethics component/requirement?
 - David Gudelunas – will be happy to include those and does not see any others in the committee being opposed to include them as options. He will go back and see if there are any other courses that are currently being offered that would fulfill requirements and electives.

Michael Pagano moved to approve the PR major proposal, John Miecznikowski seconded. All in favor.

IV. Health Sciences Capstone

Laura Nash – at the last meeting they spoke about the three components to the Health Sciences proposal: 1) Minor, 2) Introductory Course, and 3) the Capstone. There was a provisional approval for the minor and the introductory course. The capstone course was not approved at the last meeting, which was sent back to the committee to revise.

- Comments:
 - John Miecznikowski – in the proposal Health Sciences students will have a poster presentation session at the Health Science Symposium. He suggests they also present at the Sigma Xi Poster Session, which is held every April.
 - Kathryn Nantz – resource question: can we plan for overload stipends to deliver a minor? Is that an appropriate way to move forward with a new program? In honors, they don't typically pay overload. Concerned on the planning.
 - Michael Pagano – the money is in the budget to cover the overload in terms of cost. We haven't had a discussion with higher administration to deal with this.
 - Laura Nash – the program needs to prove with student enrollment that they need overload/more professors before they get approval.
 - Kathryn Nantz – how does this capstone align with other capstones? Are there similar/comparable assignments? Also did not see a student reading list with the proposal.
 - Michael Pagano – the reading list depends on which discipline the student will be taking this from.
 - John Miecznikowski – also depends on who is teaching the capstone.
 - James Simon – it has been a priority in the Dean's Office for the past 3 years to have a more uniform capstone model throughout all departments. There has been pushback from the departments saying that they will take care of their own curriculum.
 - James Simon – question with grading, is 30% for participation and attendance too much?
 - John Miecznikowski – he doesn't recall it being that high but in this proposal they do penalize students for missing class. If you miss one class 95% possible grade reduction- is this 95% part of the 30% participation grade or 95% of the total grade?
 - Kathryn Nantz – needs to be clarification on that and on how many times a week they meet.
 - Michael Pagano – thinks this class will meet once or twice a week depending on who is teaching the course.
 - Steven Bayne – for a capstone he thinks 30% is appropriate because the rest/most of the grade depends on the research project or paper.
 - Laura Nash – they need to clarify if this course is a turbo or which model are they using for class schedule.
 - John Miecznikowski – who is giving the final grade? The mentor or the professor teaching the class? It may be two different things.
 - Michael Pagano – it is the person teaching the class.
 - James Simon – there is no mention of a mentor.

Michael Pagano moved to approve the Health Sciences Capstone with conditions. Conditions include: 1) clarifying the attendance policy, 2) adding Sigma Xi and/or the Undergraduate Research Symposium for presenting student research, and 3) clarifying the model for the proposal. Kathryn Nantz seconded. All in favor.

V. MPA 430

- Questions/Comments:
 - Steven Bayne – What does ‘the Third Sector’ mean in the catalog description? Needs to be clarified.
 - Kathryn Nantz – thinks it refers to the non-profit sector.
 - Steven Bayne – Individual should not be capitalized.
 - Steven Bayne – under 9B of the proposal: finds it disturbing that this course will be taught as an overload. Will this be permanent? There needs to be something more there because we should not endorse courses to be taught as an overload permanently.
 - James Simon – the MPA program has proven itself. Many students have enrolled in the program. He is currently working to find a tenure track hire to fill position to teach for the MPA graduate program and undergrad program
 - Mark LeClair will teach this course but the hire will fill other courses he has taught.
 - Steven Bayne – on the syllabus the academic dishonesty portion is really long but did not specify the penalty. It doesn’t hold up his approval for the course but this should be added to an actual syllabus.
 - John Miecznikowski – this is a 7-week course that meets for 2 Saturdays. Is this all day Saturday?
 - James Simon – notes that shorter, hybrid model courses are popular with students.
 - Margaret McClure – would like clarification under attendance policy with Saturday meetings – missing a Saturday is not similar/equitable to missing a weekday class.
 - Michael Pagano – needs clarification between class participation and class attendance and expectations in the course.

Michael Pagano motioned to approve MPA 430 with conditions. Conditions are as follows: 1) define third sector, 2) correct i in ‘Individual’, 3) update academic dishonesty policy to align with Journal of Record policies, and 4) clarify expectations, Saturday meeting hours and attendance. Kathryn Nantz seconded. All in favor.

VI. Journalism Major

James Simon -- English Department is not ready to send proposal to ASCC. Department meeting scheduled to discuss major today (12/9) at 2-4 pm.

No action.

Upcoming for the Spring Semester:

- Bio-Chemistry 5-year review
- Journalism major
- Studio Arts five new courses

Meeting adjourned at 5:00 pm

Minutes submitted by: Kat Phrasavath