

**COLLEGE OF ARTS AND SCIENCES
2017-2018 ACADEMIC AFFAIRS COMMITTEE (Full)**

Friday, August 25, 2017

3:30-4:30 p.m.

Marianist Hall Room 217

ORGANIZATIONAL MEETING Minutes

CALL TO ORDER - Associate Dean Danielle Poe

ROLL CALL: please initial roster. This is our procedure at every meeting. Last one to sign: Be sure the roster is returned back to Staff or AAC Secretary. Sam Dorf, Simanti Dasgupta, James Hiller, Greg Elvers, Jonathan Brown, Chris Agnew, Jackson Goodnight, Dorian Borbonus, Janet Bednarek, Todd Smith, William Gross, Liz Turnwald, Eden Williams, Joshua Steed, Alana Anselmi, Thomas Cook, Stephanie D'Souza, Rachel Knopf, Brie Boltz

Staff: Phyllis Bergiel

ANNOUNCEMENTS:

Welcome and discussion of duties and procedures.

Announcement of "training session/informational" meeting for new members, subcommittee chairs and secretaries if needed or as needed individual meeting with CAS coordinator.

Introduction of AAC Emerita (Student) Brie Boltz to new members.

Change of September meeting from Friday to previous Wednesday (9/27/2017) due to CAS Dean's Address.

Election of officers.

Sub-Committee Assignments:

AAC Constitution; Article IV: Membership:

In general, the membership of each sub-committee should include administrative, faculty, and student representatives. The Executive Committee shall include the Chairperson, the Vice-Chairperson, and the Secretary of the Academic Affairs Committee. The Curriculum Committee for each academic division shall include both faculty and student representatives

from that academic division. The membership of these committees should be approved by the AAC.

Executive

(Janet Bednarek, Chairperson, William Gross Vice-Chairperson, and Alana Anselmi, Secretary of the Academic Affairs Committee)

Curriculum Committee, a.k.a. Divisional Subcommittees:

(Curriculum Committee for each academic division shall include both faculty and student representatives from that academic division.)

Humanities (HSC)

Natural Sciences (NSSC)

Social Sciences (SSSC)

Academic Policy Committee

Educational Variations Committee

AAC Constitution: The membership shall be composed of one faculty member from each division of the College (Humanities, Sciences, Social Sciences), one student from each division of the College, and one member of the Dean's staff appointed by the Dean.

At 4:15 p.m. and close of full committee meeting, assistant deans will convene their subcommittees to discuss meeting time (FA 2017) and election of committee chair and secretary. Results sent to CAS Coordinator by Monday, August 28, along with planned meeting times for the semester.