Matthew Heitzman calls the meeting to order at 4:01pm.

**Present:** Matthew Heitzman, Emily Marshall, Sarah Woldoff, Bruce Keller, Bill Elnick, Lindsay McGann, Foram Bhukhanwala, Collene Pernicello, Daniel Pieczkolon, Michael Dwyer, Jodi Freeman, Michelle Reale, Jessie Guinn, Nicole Zucker, Melissa Correll, Daniel Schall

**Invited:** Sandi Crenshaw, Jill Pederson, Abbey Ryan, Warren Haffar, Amy Widestrom, Rebecca Kohn

1. **Review of Minutes**  
   **Consent Agenda Item**  
   **Action:** approved

2. **Summer Programming Imitative & Summer Tuition**  
   Sandi Crenshaw (4:05-4:20)
   
   - Summer programs committee formed in November, will be visiting some departments soon
     
     1. Programs/courses
        - Enrollment was flat last year as compared to summer 2019
        - For summer 2021, highlighted programs - artist residency, first round of courses from innovation grants, biotech program in biology is an option for transfer students
        - School of education is putting together workshops on inclusive pedagogy - to be developed into a full course
     
     2. Tuition and housing
        - Goal to make summer housing work (behind the scenes)
        - Tuition discussions: the goal is to hopefully have this resolved by end of week - possible discounts/scholarships
        - Current model - drop per credit tuition for all undergraduates, offer scholarships to students who stopped out or need to get caught up
        - Make summer a pipeline for transfer students - deeper discount to be offered for those who are already accepted - begin advising students in summer
        - Must plan for all modes this summer
     
     3. Mission and vision
        - Reach out to departments and offices to find out where they stand with summer offerings, students, planning purposes - what they would do with unlimited resources?

Q: Will classes require 15 students this summer? Sandi: Ongoing conversations, should be “locked down” by end of week
Q: Is there an initiative to think about programming around a common theme? Sandi: Started too late to package courses together. Will think about this for future summers. Working with an outside group to see how other schools handle summer programming - getting advice, maybe survey students.

Q: Certificates at graduate level only or will there be any at undergraduate level that could stack up to bachelor’s degree? Sandi: Need to determine what everyone’s capacity is - like the idea for it.

Q: Are course numbers still in development? Sandi: Will be worked out soon.

Q: How will people be billed? Sandi: Will be worked out soon.

Note from Matt: Make summer programming discussions a permanent part of the Academics Committee agenda going forward.

   - Help current students who have stopped out during pandemic to stay on track (art students have been hit hard, online environment is a challenge)
   - Give students a pre-professional experience -- this type of immersive experience is very important in the field
   - Students will be with their peers, have their own dedicated space (not possible during school year) - expedition planned for the end
   - Cultivate a sense of community when it is especially lacking during the pandemic
   - Centered around two existing courses - will be meeting in-person (currently 70 art students on campus so this will hopefully be possible)
   - 4 package prices give students flexibility - hoping for about 10 students, will break even at 4 or 5

Q: If the current health environment stays the same, will this run? Jill: Yes, studios and spaces are all set up for covid-safe environments, currently many students on campus and they are working well.

Q: Is surveillance testing going to continue this summer? Sandi: Yes, hoping for a somewhat more normal summer. Testing has been “quite successful” so far. Jill: There are student monitors in the spaces on campus to make sure safety policies are followed.

Q: Are you planning on having proposal writing workshops to help students apply for future similar experiences? Abbey: Not currently in the course curriculum, but there is a programming/activity budget - planning still in the works.

Q: With summer discounts, are we expecting “sticker shock” when normal prices are back? Is government funding for scholarships possible? Sandi: Exploring that possibility now with CARES Act. Arcadia tuition is already often a “sticker shock”. Looking into ways to minimize that - may continue scholarships in the fall.

4. IPCR Proposals  Warren Haffar, Amy Widestrom, Rebecca Kohn (4:35-5:00)
   - PhD program - hopefully can get going for June 2021
     - Expand existing partnership to include PhD - PhD program already exists in Paris
○ Confident we can manage with existing resources
○ Arcadia HAPS faculty very comfortable with the proposal - great opportunity to engage with AGS
○ Q: What oversight do we have? What is our responsibility? Oversight is all through Warren’s office. Warren is on their academics committee - that is our oversight. They go through accreditation with Middle States.
○ What is the role of our academics committee? Bruce: study abroad programs are vetted so this could be a similar process. The academics committee does not look at every course - for example in Australia.
○ Warren - When the program started, there was much more oversight than is usually given to study abroad programs. His sense is that the higher level will continue.
○ Q: When should this be “out in the world”? Warren: move as quickly as we can without stressing anyone out.

● Revision from a 3 semester program up to 4 semesters
  ○ This program desperately needs to be fixed, integrity is threatened. Not enough time in capstone for good research. Plan is to expand the capstone course to one year.
  ○ Also will allow more time for internships.
  ○ The shift down to 36 credits was not done well.
  ○ Target for recruiting Fall 2022, marketing will start Fall 2021
Q: Why did it change from 2 years down to 1.5? Warren: Declining enrollment was attributed to being “not fast enough” and too expensive. However, the cost savings from reducing down to 3 semesters have been eroded due to increased tuition over time.
Q: What would change in capstone/internship courses? Any changes in curricular content? Warren: Not really, currently there is just not enough time.
Amy: In shifting down to 1.5, we were trying to attract more practitioner/professional population. Students don’t want that training anymore. Have realigned expectations for study abroad experience.
Q: Will individual courses see revision to learning outcomes? Is that fair to assume? Warren: Maybe. We will have capstone 1 and capstone 2 set-up. We are also increasing contact hours for internships.
Request: update us on all the revisions that will happen with the courses as they move.
Q for Rebecca: can you update us on approval from university/financials? Rebecca: Will find out.
Q. Do we need approval from trustees? Matt: Definitely the IPCR should go to trustees (the change from 3 semesters to 4 semesters). Need to decide about the PhD program one. Warren assumes both will need approval from trustees.

Q: Is there a proposal to suspend the expanded program? Yes, 3 + 1.5 will be halted. Students will be grandfathered in.

● New arrangement with management school and AGS
Prestigious business school - AGS wants to transfer in two of their courses
From Sandi: this will not affect our middle states accreditation
Not sure if we need academics committee to overview the courses
Q: (from Bill) Applied Conflict Management Theory - accept as 1.5 graduate credits? No, both courses will be transferred in as 3 credits. Will need to check details in regards to course hours.

5. Division of Student Success-Graduate Programming Update Lindsay McGann
   - Implementing a multi-phased approach. Have met with 7 programs already, we will finish this week. The goal is to establish a relationship that allows graduate programs to guide growth.
   - Start discussions to re-imagine the graduate student environment (adaptive strategies goal).
   - Will continue to incorporate collaboration with key stakeholders.

6. ESL082: Language Learning Across Cultures Course Proposal (Foram, Mike, Jodi, Dan S.)
   Foram: comments were all supportive, learning outcomes clear, proposer needed to submit syllabus, now added to Canvas.

   Combine with course below.

7. ESL081T: IELTS Writing & Speaking 2 Course Proposal. (Emily, Daniel P, Michelle, Dan S)
   Emily: some small comments on learning outcomes, suggestion to clarify assignments, all done by proposer with approval

Reminder from Matt: please copy the department chair on requests to proposer - we had to decline several last semester because there was no response
Reminder from Bruce: please label updated documents as “revised” on Canvas.
Request from Dan Schall: please copy him on emails to proposers

Motion to move to vote to approve both courses, seconded.

Action: approved by unanimous vote

8. PY597: Additional Practicum Training Course Proposal (Sarah, Matt, Foram, Dan S)
   Sarah: From proposer, need to have both courses offered and as different courses to be able to compensate staff appropriately. Proposer also stated that learning outcomes are the same as on the pre-requisite courses that are already approved. Dan gives the okay on this. More from the proposer: Did not update to pass/fail because of program requirements.

9. PY641: Additional Internship Training Course Proposal (Mike, Jodi, Emily, Dan S)
   Mike: All seems fine, explanations for rationale were clear.
Motion to move to vote to approve both courses, seconded.

Action: approved by unanimous vote

10. US2XX: The Nature and Nurture of Sex and Gender Course Proposal (Matt, Daniel P, Michelle, Dan S)

    Matt: Needed dean approval, got from Rebecca. No guidelines for informal reflective writing given - proposer responded at length to all concerns. Dan is comfortable with all revisions to learning outcomes. Concern about fundraising project (asking for money). Will not be a requirement. Proposer weighed in at length on all modes format.

Motion to move to vote to approve, seconded.

Action: approved by unanimous vote

11. Pass/Fail Policy Follow-Up Discussion  Matt

    ● Comprehensive data from pass/fail policy this past fall.
    ● Bruce: would like to know what the actual grades received were by the students who opted in (not visible on the dashboard)
    ● Nicole: IT created report to generate what the final grades were and how they changed (i.e. C goes to P) Bridget has this too so we have the data.
    ● Lindsay: students are already asking what the policy is for this semester so they can plan accordingly
    ● Mike: what percentage of students elected one/two/three/all courses as pass/fail, etc.? Nicole: we also have this
    ● Dan. S: can we get percentages instead of absolute numbers of students? We can do the math :)
    ● Working group: Emily (point) Jodi, Mike, Sarah -- mine dashboard for key data elements

Assignment Items

1. Voting Members: Please look back at PhD program proposal from IPCR by one week from now and let Matt know what else we would need (any more info.) so committee can sign off at a reasonable time. Same for other proposals.

Upcoming Meetings

1. Tuesday, February 23, 2021  4-6 pm
2. Tuesday, March 23, 2021  4-6 pm
3. Tuesday, March 30, 2021  4-6 pm
4. Tuesday, April 6, 2021  4-6 pm
5. Tuesday, May 4, 2021  4-6 pm
Pending Items

1. The Number of Credits Required for a Major from One Discipline. **(Fall 2020)**

2. Conversation about Cross-Listing Courses. **(Fall 2020)**

3. Discussion about Guideline and Evaluations for Course Syllabus. **Matt, Dan, Sarah, Nancy**
   **(Fall 2020)**

4. Conversation about Credentials of Proposer Submitting a Course Proposal. **(Fall 2020)**

5. Equity as it Relates to the Policies on Pre-Registration (Business Office Holds, etc) **(October 2020)**

6. Review 6th Week Evaluation Table. **(Fall 2020)**

7. Follow Up with IR on questions in Canvas (Bridget Miller) **(Fall 2020)**

8. Conversation about Prerequisites and Knowledge for Courses (September or October 2020)


10. LOVE Pilot   **(Ellen Skilton)**

11. Academic Standing Proposal **(Peter Siskind & Rebecca Kohn, Feb 23rd)**

Meeting adjourned at 5:58 pm.

Respectfully submitted,
Emily Marshall