

College of Letters and Science Academic Planning Council – approved 5/3/2016

Tuesday, April 19, 2016, 1:00 – 2:30 p.m, 101 South Hall

Chair: Karl Scholz

Members present: Angela Powell, Ivy Corfis, Stephen Kantrowitz, Harry Brighthouse, Anna Gemrich, Clark Landis, Matt Turner

Absent: Jan Edwards, Charles Fry

Observers: Elaine Klein, Cal Bergman, Kimbrin Cornelius, Anne Gunther, James Montgomery, Eric Wilcots, Susan Zaeske, Nancy Westphal-Johnson, Greg Downey, Devon Wilson

1. Announcements and Introductions a. Scheduling Additional APC Meeting to discuss “Aspirations” document (please bring calendars). KS noted an additional meeting will be scheduled to discuss this in the summer. KS reported that a significant portion of the last L&S Chairs and Administrators agenda was for items related to diversity, tolerance, and respect. He asked thoughts of APC members, and in conversation members noted: Our instructors may need support to address achievement in their courses, including the opportunity to learn from experts; leaders in the student community should be involved in the conversation whenever possible; and, students may not know how to act when they witness an act of hate or bias – conversations about how to engage as a bystander may also be helpful.

2. Consent agenda: Notes from April 5, 2016. Approved by members who were at the meeting.

3. Request for Permission to Implement Departmental Restructuring: History of Science and History
Guests: Professor James Sweet, Chair, Department of History and Professor Florence Hsia, Chair, Department of History of Science. SZ led discussion. History of Science is a prestigious department with excellent faculty, but the small size creates administrative and governance difficulties. The proposed restructuring joins History and History of Science to address administrative issues and create opportunities for new collaborations for students and faculty in each unit. FH noted the plan is supported by faculty in History of Science. Details not yet finalized are timelines for the physical move and merging of budget and finances, and issues related to governance for School of Medicine faculty. History of Science has a long-standing partnership with these faculty, and History department is excited about a partnership as well. JS noted there are some challenges in articulating the path to joint governance in a new administrative structure, but all are committed to finding a plan that works. JS added that the History department is excited about the merger, and there is unanimous support for the plan. In discussion, members asked about:

- How staffing would be affected. In light of recently granted permission to hire staff in History, the department chairs anticipate that administrative needs can be met.
- Issues related to School of Medicine faculty obtaining joint governance in the newly merged department. FH noted the School of Medicine faculty currently have joint governance status in History of Science. However, as they transition, the question is how to rearticulate joint governance agreements with a unit that is much larger.
- History of Science’s “excellent brand” - and how we ensure this is not harmed. JS noted there is intention not just to keep the brand excellence, but to *grow* it with new collaborations. Several faculty in History are well-positioned to help with this transition. However, he acknowledged the risk of being stymied by structure and cross-college governance. KS noted we have lost something very precious if we lose the brand during this administrative joining.

Committee members agreed the proposed plan to restructure was excellent, and addressed the complexity of the details involved in merging two departments. Members approved the request for Permission to Implement Departmental Restructuring (SK abstained).

4. Program Review a. Summary review of L&S undergraduate major and certificate programs administered by the Institute for Regional and International Studies (IRIS), including undergraduate Certificates in: i. African Studies (Cert 101); ii. East Asian Studies (Cert 325); iii. European Studies (Cert 355); iv. Middle East Studies (Cert 435); v. Russian, East European, and Central Asian Studies (Cert 703); vi. South Asian Studies (Cert 715); vii. Southeast Asian Studies (Cert 935) GD led discussion. He noted the format departs from recent reviews we've seen. Typically, L&S programs submit a self-study to their L&S Associate Dean, who provides feedback and/or assigns a small review committee. In this case, L&S charged IRIS and their associate dean to oversee the reviews; a review committee they convened created this summary report provided. In the charge, L&S asked about students' paths through the curriculums and the related administrative burden, which is likely the reason for the focus on this. Though current policies don't require robust learning outcomes and an assessment plan for certificates, this will be coming in the near future. It will likely be helpful to remind them of this. Points of conversation among committee members included:

- Members were pleased to see the work standardizing how the certificates are administered.
- Members were pleased to see broad learning outcomes articulated that all the certificates share. They suggested mapping the individual certificate program outcomes to these as well, if it has not been already done. Campus policies will soon require all certificates to have learning outcomes, and submission of an assessment plan to measure those outcomes.
- Members suggested the programs look more carefully at reasons for declining enrollments.
- Members agreed exploring the connections between the certificates and study abroad makes good sense; however, the particular strategy described (allowing any study abroad course in region to count towards a certificate's requirements) elicited some doubts as to whether any course taken in a particular region would always support the certificate's learning outcomes.
- Members recommended a full review committee be convened for the undergraduate LACIS major. To ensure that all elements of review can be addressed, the program might be afforded an opportunity to provide a more robust self-study (perhaps calling on materials prepared for Title VI review).

Members accepted all the certificate program reviews as complete, and requested an outside review committee be convened for the undergraduate LACIS major.

5. Request for Permission to Create a New Undergraduate Certificate in "Health and Humanities" SZ led discussion. She noted there is a compelling case for need (helping our students be well-prepared for graduate school admissions), the plans for administrative support are clear, the program has clear learning goals, and an assessment plan has been developed. In conversation, members asked how the home was determined. SZ noted it is a multi-disciplinary certificate, so while the home could be appropriate for a number of departments, English faculty were the catalyst for the proposal, there is a critical group in English who connect Literature and Health, and the department has the resources to administer it. Members noted for future new certificate proposals, L&S may wish to ask information about advising resources and enrollment projections since both are key to planning. EW noted certificate planners should reach out to Biology major, given a significant number of Biology majors wish to attend medical school.

Meeting adjourned 2:28 pm

Notes submitted by Kimbrin Cornelius, L&S Curriculum Administration Specialist