Meeting Minutes, February 18, 2010, 11:30-12:30

Present: Zemke (chair), Abbas, Hawamdeh, Nguyen, Hoffman

1. Review and adoption of agenda - approved
2. Review and adoption of minutes from previous meeting - approved
3. Review Policy and Procedures for changes to BAIS procedure for 2 time course limit restriction –
   a. Revisal of document – see attached for updated draft to be voted on by the committee after online review.
   b. Some questions/issues to be addressed...
      - What is the universities policy on withdraws? Do they limit the number that can be on a transcript? Will our policy in any way conflict with the University’s?
      - Is the language on the revised checksheet too restrictive – can we add the words “or with special permission.”
      - Creating a form to be filled out by the advising faculty member to use to advise student and grant permission to take the course for a 3rd time. Form to be kept in student’s folder in the SLIS offices.

4. New Business
   a. A brief but open discussion about offering more courses in a traditional in-class format. Students have expressed interest in some of our offerings being in-class as well as online. The committee will discuss further at the next meeting, but some issues raised are
      - Traditionally we have had larger enrollment in online classes than in classroom classes –
      - Can we get enough enrollment to offer both?
      - We must have an online option for the online students
      - Can we look at hybrid courses as a solution?
      - Can we look at some more structured and open office hour models – i.e. the Action Tutoring model from University College?
   b. With this framework – committee members will bring more thoughts to next meeting.