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**Committee: Academic Affairs**

**Date: Sept. 27, 2001**

**Place: Divinity North 327**

**Time: 3:30 p.m.**

**Members attending:** Professors Greg Jeane (Arts & Sciences), Patricia Hart (Education and Professional Studies), Jane Martin (Nursing), Marione Nance (Arts & Sciences), Patricia Outlaw (Divinity), Roger Parker (Pharmacy), Sue Peterson (Library/Staff), Marlene Reed (Business), and Steven Epley (Arts & Sciences), presiding as chair

**Members absent:** Professors W. James Ellison (Law), Eric Olson (Performing Arts)

**Ex officio members present:** Paul Aucoin (Dean of Academic Services and Registrar), Brad Creed (Associate Provost)

The chair called the meeting to order at 3:30 p.m.

Prof. Reed led the committee in prayer.

The members were introduced at this first meeting of the year.

**OLD BUSINESS**

The only item of Old Business was a discussion of criteria for the awarding of Faculty Development Grants.

The committee voted unanimously to request that, in the interests of objectivity, grant requests be submitted "blind." The chair said he would send a memo to all faculty asking them to submit one copy with all pertinent information (name, school affiliation, etc.) and the other copies in "blind" fashion, that is, anonymously.

Associate Provost Creed said that he would remind school deans of the need to submit the grants to the committee chair in ranked order of merit.

**NEW BUSINESS**

1. The committee was asked by Dean Aucoin, on behalf of a committee studying student satisfaction at Samford, to consider a proposal requiring faculty to provide midterm progress reports for all freshmen and all other students in 100-level courses.

The committee unanimously approved this proposal, by which faculty would assign a mark of "S" or "U" to each freshman and each student in a 100-level course. An "S" would mean that the student is performing "A," "B," or "C" level work, while a "U" would mean that the student is performing "D" or "F" level work.

Furthermore, the assignment of "S" or "U" would be done through the on-line grading module and would thus require no additional paperwork for faculty.

2. The committee was asked to consider formulating some policy on disruptive classroom behavior, including interruptions and distractions caused by cell phone and pager noise.

Prof. Martin said that the Nursing School has a policy on classroom interruptions. She offered to formulate a paragraph or so, based on the Nursing School model, for consideration by the committee.

#### **CONSIDERATION OF REQUEST BY A STUDENT FOR ACADEMIC OVERLOAD**

The committee considered a request by a student, whose name is contained in official minutes that will be forwarded to the Dean of Academic Services and Provost's offices, that he or she be allowed to take a 25-credit hour course overload in order to graduate by the end of December 2001. Specifically, this student was completing thirteen credits in the Fall I Metro College term and was requesting permission to enroll for twelve additional credits in Fall II.

The committee denied the request on the grounds that the student would not be able to give sufficient attention to all classes with such a heavy load and that the student's preparation for professional school would not be unduly disrupted by graduating later than planned. However, the student will be able, according to university policy, to participate in Dec. 15, 2001, graduation exercises.

There being no further business, the chair adjourned the meeting at 4:30 p.m.

The next meeting, at which Faculty Development Grant requests will be considered, will be held **Nov. 15 at 3 p.m.** in Divinity North 308.

Respectfully submitted,

Steven Epley

Chair

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