MINUTES
Academic Senate
November 11, 2014
3:30 p.m.
Alumni Gallery

Members present: Paul Delaney (Professor of English), Mary Docter (Professor of Modern Languages), Michelle Hardley (Secretary - Registrar), Tori Ippolito (WCSA Student Rep), Paul Morgan (Professor of Economics and Business), Tatiana Nazarenko (Dean of Curriculum and Educational Effectiveness), Edd Noell (Professor of Economics and Business), Mark Sargent (Chair and Provost), Brenda Smith (Professor of Psychology), Jim Taylor (Professor of Philosophy), Niva Tro (Professor of Chemistry), David Vander Laan (Professor of Philosophy).

Absent:

Others present: Cynthia Toms (Director of Global Education), Bill Wright (Associate Provost)

I. Devotion – Cynthia Toms

II. The minutes from October 28, 2014 were approved

III. Discussion on Protocol for OCP Reviews for Pilot Programs
Cynthia presented the changes from the previous protocol to the current version. A distinction is now being made between the procedures to evaluate long standing programs versus pilot programs. The current proposal has been reformatted to focus on the protocol for reviewing pilot programs.

Senators asked questions and made suggestions to the document. The protocol was approved by Senate.

IV. Discussion on Film Production Courses at Westmont
Paul presented the history of the discussions on film production as they related to our both our mission as a liberal arts institution and what could be seen as vocational training. Based on the new course requests received in the Academic Senate Review Committee, it was an opportune time to discuss whether courses in film production are the kinds of courses we want to offer at Westmont in the future.

Senators discussed issues and concerns with the idea of film production at Westmont. The general consensus was that we don’t want to eliminate the idea, but it is also not an area that we want to heavily invest in.

Mark will work on drafting a 1-2 sentence framework for any new potential proposals and bring it back to Senate for consideration.
V. **Discussion on Cell A-4 on the Strategic Map**
Edee shared with Senate some of the ideas she has for enhancing the curricular and cocurricular partnership. One of her ideas was to focus on how we view the time just before students come to campus. She would like to enhance how students connect to each other and to the college mission during this key time.

She also wants to explore how we might tie in departments to things like Emmaus Road more intentionally. Can we capitalize on these experiences with internships or research opportunities with a department and offer credit for their experience? Can students complete the Serving Society GE on these experiences by including thoughtful meaningful opportunities for academic reflection?

There has also been an interest in restructuring the Office of Life Planning to include other student support areas like tutoring, academic advising, and a focus on retention of students. The focus needs to be on working more efficiently versus working harder at the same things we are currently doing.

Edee would also like to examine the idea of Student Life staff on Off Campus Programs. She has an increasing concern regarding the emotional needs of our students when they are off campus and equipping faculty and students to handle these needs.

Mark will meet with Edee and think pragmatically about how to tackle these issues. He will bring back initial plans and ideas for these areas in a future meeting.

VI. **Discussion on Syllabus Guidelines/Template**
Mark presented an outline of the major areas that could be included in the syllabus guidelines/template document. Senators discussed the outline and provided some feedback for revisions.

Mark will work on developing a fuller outline and will bring it back at a future meeting.

VII. **Continued Discussion on Mayterms**
This will be discussed at a future meeting.

Respectfully submitted,

Michelle Hardley
Registrar