

AGC Decision Form

This form is to be used when the Academic Governing Council makes a decision on an issue. This form is sent to the Provost.

Seminar Policy

Decision

On November 8, 2016, the AGC membership voted to approve the following new policy:

A seminar focuses on a specific area of enrichment and/or curricular interest and need that is not regularly offered by a department. Seminar proposals are submitted by the instructor to the Department Head and Associate Dean for approval. After a specific seminar has run three times, it is benchmarked and reviewed in tandem by the faculty member, Department Head and Associate Dean in order to evaluate if it should be developed as a regular course offering or remain as a seminar. Seminars that are not developed as a new course may continue to be offered as a seminar, and are subject to evaluation on the same schedule.

Sponsor/Champion of Proposed Policy

Chair: Katie Daniels

Team Members: Brent Spitler, John Dersch, Susan Williams, Bill Faber, Christopher Johnston

Rationale

The current Seminar Policy (approved by AGC in January 2012):

- Identifies maximum credit hours to be used toward an associate's degree for Seminar and Independent study courses
- Lists number of times a student can take both Seminar and Independent Study courses
- Indicates specific course numbers for both Seminar and Independent Study courses
- Includes language that does not reflect the current curriculum process.

The proposed new Seminar Policy would:

- Remove information about Independent Studies
- Remove information about how many times a student can take/receive credit for seminars
- Remove specific information about course numbering
- Update language to appropriately reflect current standards and processes

Note that a new policy on repeating courses for credit, to be reviewed by AGC during Academic Year 2016-2017, will address all course formats, including seminars.

Supporting Data

The proposed policy was presented to the AGC membership for discussion and feedback in September and October 2016. The proposal approved at the November 2016 AGC meeting reflects AGC member feedback.

Implications for Action

- Definition for the "Course Format" will be moved to the Curriculum Model *and/or* Course Format policies, as deemed appropriate. The language for this policy will be limited to the "seminar" that faculty will propose to teach.
- The number of times a student can take a course for credit will be established by the Repeat Courses policy, to be determined by AGC during Academic Year 2016-2017.
- The name of the Seminar topic will be recorded on the student's transcript.

Date of Decision by AGC

November 8, 2016

Vote: 98% approved, 2% abstained

Section to be completed by the Provost

Evaluation Plan

This policy will next be reviewed in 2019-20.

Response from Provost

The Provost supports the decision of AGC. Policy is effective Fall 2017.

Jamie Chesley

8-8-17