

# Curriculum Committee

Minutes of the October 10, 2017 Meeting

Present: Bill Barry, Peggy Burge, Julie Christoph, Matt Fergoda, Kent Hooper, Martin Jackson, Chris Kendall, Gary McCall, Eric Orlin, Jennifer Pitonyak, Holly Roberts, Leslie Saucedo, Jason Struna, Bryan Thines, Benjamin Tromly, and Nila Wiese

The meeting was called to order by Ben Tromly at 3:02.

1. The minutes of the Sep 29, 2017 meeting were approved without changes.
2. The revised course approval process was approved:

## **Revised Curriculum Committee procedure for reviewing core and KNOW course proposals**

As a trial procedure this fall, the Curriculum Committee will review core proposals for the Core Curriculum using a modified procedure. Instead of the procedure by which working groups are assigned review of proposals in distinct core areas with the expectation that all proposals are handled at working group meetings, the committee will form four “advisory groups” devoted to proposals in these curricular areas: Connections, SSI1/SSI2, KNOW and Approaches. Each incoming course proposal in a given area will be reviewed by the Associate Dean as well as by a “lead” on the corresponding advisory group (leads will rotate among faculty members in each advisory group). The lead for a specific course will write a short blurb on the proposal and distribute it to other advisory group members (and the Associate Dean) electronically. If other advisory group members have questions, the advisory group may choose to discuss the matter further electronically or in person, corresponding with the faculty member(s) proposing the course as it deems necessary, after which it brings the course to the full Curriculum Committee. Courses approved by the advisory group are reported to the full committee at regularly scheduled meetings. In the absence of a call for discussion, the approval is considered final and reported to the faculty member(s) proposing the course and to the university community.

3. The following courses recommended for approval by advisory groups were approved:

THTR 250 *World Theatre I: African Diaspora*, Geoff Proehl: existing course for KNOW  
CLSC 209 *History of the Ancient Near East*, Bill Barry: new course for Humanistic Approaches

4. Discussion of several logistical questions related to the trial procedure this fall for reviewing KNOW and core courses:

The practice thus far has been to send out proposals first for courses to be taught next semester, to make it easier for working groups to get the urgent work done in a timely fashion. When sending out proposals, Martin Jackson will indicate the deadline.

When the lead completes a review, the lead should reply all and recommend approval, or ask for others to weigh in, if needed—if the lead has substantive questions, then the lead should correspond directly with the faculty member who submitted the proposal.

The question was raised of how transparent the syllabus needs to be about how it fulfills the core rubric. The course proposal guidelines require that syllabi should explicitly say that they fulfill a core requirement, but how (if at all) should core guidelines be explicitly mentioned in learning objectives, course descriptions, and assignment guidelines? Do only the obviously unique courses like KNOW and Connections need the learning objectives and the Approaches courses maybe don't?

The committee voted that core and KNOW syllabi should all state what requirement they satisfy, as well as the learning objectives for that requirement—either integrated into the course learning objectives or copied and pasted verbatim from the learning objectives.

Action: Martin Jackson will update the course proposals online, and Ben Tromly will communicate it to the Senate.

After this vote, we affirmed that core learning objectives need to be in the syllabus before the proposal is approved.

5. Discussion of proposal for topics course as KNOW (or core)

Discussion then turned to a specific question about “umbrella,” or special topics, courses that are proposed to fulfill KNOW/core requirements in one but not all iterations. For instance, Popular Literature (English 24X) might include content that fulfills the KNOW requirement in one semester, but not in all semesters, depending on the specific kind of popular literature being addressed.

The committee discussed the pros and cons of approving individual iterations of a special topics course as a KNOW course, saying something like “in Spring 20XX, English 24X fulfills the KNOW requirement.”

Action: Martin will go back to the department and talk about whether it might be possible to avoid the umbrella option.

6. Discussion of how to proceed with FEPPS proposal (revised proposal attached)

The committee is supportive of the extensive work that has gone into the FEPPS proposal for the Liberal Studies Major. Though questions were voiced about whether we have sufficient staffing and course offerings to sustain the major, that is outside our purview as a committee. We are supportive of the proposal and will discuss specific language for an endorsement at the next meeting.

Action: Jason Struna and Ben Tromly will develop some language for a Curriculum Committee endorsement of the FEPPS proposal, to be presented at the next Curriculum Committee meeting; if approved, this endorsement will go on to the Faculty Senate.

Meeting was adjourned at 4:05.

Minutes prepared and submitted by Julie Christoph.