

Curriculum Committee Meeting Minutes
Thursday, March 7, 2013
Collins Memorial Library #020

Attendees: Terry Beck, Gwynne Brown, Alison Tracy Hale, Lisa Hutchinson, Martin Jackson, Tatiana Kaminsky (Chair), Alan Krause, Paul Loeb, Phoebe Smith, Jonathan Stockdale, Barbara Warren.

Meeting called to order by Kaminsky at 3:32 p.m.

M/S/P (8/0/0) to approve minutes for 2/21/13.

Jackson reported that as a result of a change in federal law related to the federal definition of credit hours, every university must have not only a credit hour policy in place (as we do), but also a means for checking for compliance with that policy; our accrediting agency will soon be checking in to see that we have that means in place.

Jackson said that the Academic Standards Committee has already established a definition of our credit hour policy, but he asked that the Curriculum Committee take steps to establish a means of compliance with that policy. Specifically, Jackson asked that we approve an addition to all Course Proposal forms, so that when instructors propose courses they also check a box on the form stating that “in-class and out-of-class course hours = 150 or greater per unit” to ensure their course follows the appropriate credit hour policy. For example, every one-unit course would entail “a minimum of 10 hours of in-class and out-of-class coursework per week.” In addition, Jackson asked that a new question be added to the 5-year departmental reviews, asking programs to affirm that each course in their program meet the credit hour policy.

Beck asked about courses that were less than one unit – should their hourly requirements also be spelled out in the course proposal forms? Jackson asked that we simply approve the language (described above) so that we have our compliance policy in place prior to the next visit of our accrediting agency.

M/S/P (10/0/0) to approve that additional language be added to a) course proposal forms and b) 5-year departmental reviews to ensure compliance with the credit hour policy.

Working Group Reports:

Loeb reported for WG3. WG3 recommends five new first-year seminars for approval:
Margi Nowak, SSI 1 174: Lethal Othering: Critiquing Genocidal Prejudice
Mita Mahato: SSI 1 141 Architectures of Power
Geoffrey Block: SSI 1 127 “Why Beethoven?”
Suzanne Holland: SSI 1 150 Exploring Bioethics Today
Poppy Fry: SSI1/SSI2 137 The Boer War and South African Society

M/S/P (10/0/0) to approve courses listed above.

Loeb mentioned that we now have 43 SSI#1 courses approved. Jackson mentioned that we'll need 45-47 courses in SSI #1 for the fall, and we're currently short of that number. In addition, while a good number of courses proposals have been approved, some of those faculty will be on sabbatical or simply not teaching them in the fall. Loeb mentioned that we're close to our goal. Jackson mentioned that due to the combination of the new SSI rubric and the changeover to PeopleSoft, the exact data on available SSI courses is a little hard to discern. However, it's important to determine what courses are actually on the books for the fall because as early as April 15, newly admitted students may begin selecting their Fall SSI courses.

Hale reported for WG4; they're working on reviewing academic internships.

Beck reported for WG 5; they're working on the Latino Studies Minor and the SIM major review.

Stockdale reported for WG2: WG2 recommends approval of the History department 5-year review.

M/S/P (10/0/0) to approve the History department review.

WG2 recommends approval of a new Connections core course, PHIL 393, Justin Tiehen, Cognitive Foundations of Morality and Religion.

M/S/P (10/0/0) to approve PHIL 393.

Another Connections course currently being reviewed by WG2 is explicitly interdisciplinary, but this raised a question for the working group: what is our responsibility to determine the qualifications of an instructor to teach outside of their home department, if they propose to do so (e.g., a religion professor proposing to teach a Connections course involving economics, or an art professor proposing to teach a course involving chemistry)? The consensus reached after discussion was that the departmental chair, by signing off on the course proposal form, indicates that the proposer's qualifications are adequate. In addition, there are checks and balances in place (such as student evaluations) to ensure that no one teaches courses that they are unqualified for. Also, when courses are to be explicitly cross-listed in another department, this requires the other department chair's explicit signature of consent.

The discussion of WG2's Connections Core review was tabled until 3/14/13.

Brown moved to adjourn at 4:18 p.m. M/S/P to adjourn at 4:18 p.m.

Respectfully submitted,

Jonathan Stockdale