

CURRICULUM COMMITTEE MINUTES

12 September 2008 (Friday)

Wheelock Student Center 101

Present: Jane Brazell, Greg Elliott, Fred Hamel, Kent Hooper, Kriszta Kotsis, Mary Rose Lamb, Lynda Livingston, Bob Matthews, Brad Richards, Lori Ricigliano, Florence Sandler, Kurt Walls, Barbara Warren

Visitors: Lisa Ferrari, Lisa Johnson

Call to order: The meeting was called to order at 8:07 by Faculty Senate Liaison Lisa Johnson.

Remarks by the Faculty Senate Liaison:

Lisa Johnson called for introductions and distributed a packet to returning members containing minutes of the April 18, 2008 meeting, current Curriculum Proposal Forms, the Curriculum Review Schedule for departmental reviews, membership list, a document titled "The Functions of the Associate Deans' Office in Curricular Matters", a document describing the guidelines for proposing an interdisciplinary major, and for interdisciplinary emphasis, and the department and program curriculum review self-study guide. New members of the Committee have this updated material in the binders issued to new members.

Johnson then discussed the charges to the Curriculum Committee for this year. These charges include:

1. Continue the on-going business of the Committee including: 5 year reviews of departments and programs, ongoing assessment of core rubrics, evaluation of program and core course proposals, and establishing the academic calendar.
 - a. Review departments and programs scheduled for 2008-2009: Asian Studies, Business and Leadership, Comparative Sociology, Economics, Humanities, International Political Economy, Music, Theatre Arts.
 - b. Core Reviews: Review the core curriculum as a whole including consideration of the foreign language requirement and requirement for three upper division courses outside the major.
2. Continue the discussion of the Connections core review, including discussions with all faculty, student input, and rubric guidelines.
3. Continue the discussion of modifying the Social Scientific Approaches core rubric.

Election of Chair:

Lynda Livingston was elected Chair for the 2008 – 2009 academic year.

Election of Secretary:

Bob Matthews was elected Secretary for the Fall 2008 term. As he will be on sabbatical in the Spring a new secretary will need to be elected at that time.

Approval of Minutes of April 18, 2008: The minutes of the April 18, 2008 meeting were approved with the following addition

"In the meeting of April 18, during discussion on the number of units to be allocated to co-op programs, the Committee decided that 0.25 activity units would be allocated for at least 120 hours of work, 0.5 activity units for at least 240 hours worked, and 1.0 activity units for at least 480 hours worked."

Approval of Minutes of April 25, 2008: **Sandler** pointed out a typographical error in the third line down in the final full paragraph of page 1 of the minutes. With this correction, the minutes were approved.

Announcements:

There were no announcements.

Further Business

Chair Livingston, with the assistance of former Chair **Lamb** then moved to a discussion of the committee process. In particular, members of the Committee spoke in favor of the working group model introduced by former chair **Lisa Wood** in the 2006 – 2007 academic year and used last year. **Sandler M/S/P** that we use this working group model again for his current year. Members of the Committee will be polled for working group preferences and the Chair will work with Dean DeMarais in assigning Committee members to working groups when this polling is completed.

Meeting times: The only available meeting times available are 8:00 on Monday and on Friday. After some discussion, it was decided to continue to meet at 8:00 on Friday, and to set Friday, September 26 as the date for our next meeting.

Adjournment

There was a general move to adjourn, and we did adjourn at 8:29.

Respectfully submitted

Bob Matthews