

## CURRICULUM COMMITTEE MINUTES

28 March 2008 (Friday)

Misner Room

**Present:** Jane Brazell, Jordan Conley, Alyce DeMarais, Leon Grunberg, Kriszta Kotsis, Mary Rose Lamb (Chair), Lynda Livingston, Paul Loeb, Bob Matthews, Brad Richards, Elise Richman, Florence Sandler, Brad Tomhave

**Call to order.** Chair Lamb called the meeting to order at 9:04.

**Remarks by the Chair:** There were no remarks by the Chair

**Approval of Minutes of February 15, 2008, and February 29, 2008:** The minutes were approved as written

**Announcements:** There were no announcements.

### Working Group Reports:

WG 1: **Richards** reported that WG 1 has met with the faculty of the Social Scientific Approaches core, and will continue to talk with them..

WG 2: **Loeb** reported on behalf of WG 2 and **M/S/P** that we **approve** AfAm 109: Multiracial Identity, a Writing and Rhetoric course proposal by Juli McGruder.

**Loeb** also reported that WG2 is discussing the possibility of adding material on academic integrity in the first year seminars.

WG 3: **Livingston** reported for WG 3 and **M/S/P approval** of CONN 372: The Gilded Age: Literary Realism and Historical Reality, a course proposed by Tiffany Aldrich MacBain, for the Connections Core.

**Livingston** also reported that WG 3 will meet with Connections faculty on April 16.

WG 4: **Kotsis and DeMarais** reported that work on internship guidelines and Co-Op 499 was nearly complete, and that the Theater Arts curriculum review is pending and will probably be considered next year.

WG 5: **DeMarais**, reported for WG 5 and **M/S/P** to accept the School of Education five year review. The working group commended the School of Education with a thorough and systematic review and noted that the review had been undertaken over a period of 18 months to two years with some actions approved by the Curriculum Committee in December (please see the *Remarks by the Chair* in the minutes of February 1, 2008).. The changes are in keeping with current classroom best practices.

### **Continued Discussion of Calendar Setting (agenda item 6)**

**The Chair** reported that she will be in contact with the Academic Standards Committee in the coming weeks to discuss the interval between final exams and the date for reporting grades. She then opened the issue of that interval for discussion.

**Sandler** reviewed the history of this discussion in the Faculty. In those discussions, the Faculty felt that at least ten working days were necessary between the last final exam and the day that grades were due in order that proper consideration was given to student work.

**DeMarais and Tomhave** noted that the probation/dismissal meeting of the Petitions Sub-committee of the Academic Standards Committee generally occurs the day that grades are due or on the following day, and that sufficient time (at least seven days) are necessary between the sanction meeting and the Petitions Sub-committee meeting to consider re-admission of students dismissed during the sanction meeting. This period of time is important for students and advisors to prepare a petition for readmission before the re-admission meeting, and that meeting must occur before the first day of class in the Spring term.

Other discussion included questions about the length of time necessary for faculty between the last final exam and the time that grades are due, and how that interval should be described. Colleagues also asked about the reasons for grades not turned in on time, and whether faculty should be informed of the names of students at risk in an effort to set priorities when grades may be late. In the end, **Livingston M/S** that **final grades be due at noon on the Monday following the Friday two weeks after the last day of final exams**. **Matthews M/S/P** to **defer the vote** on this motion until the next meeting of the Curriculum Committee so that an examination could be made of the possible effect of this action over several terms. **Tomhave** agreed to provide information of possible impact at the next meeting of the Curriculum Committee.

There being no further business, **Kotsis M/S/P** we adjourn, and we did adjourn at 9:39.

Respectfully submitted  
Bob Matthews