

CURRICULUM COMMITTEE MINUTES

14 September 2007 (Friday)

Misner Room

Present: Carlo Bonura, Alyce DeMarais, Brad Dillman, Greg Elliott, Leon Grunberg, Fred Hamel, Mary Rose Lamb (Chair), Lynda Livingston, Paul Loeb, Bob Matthews, John McCuiston, Brad Richards, Elise Richman, Lori Ricigliano, Amy Ryken (Faculty Senate Liaison), Brad Tomhave, Barbara Warren, Carrie Washburn

Call to order. Ryken called the meeting to order at 8:04.

Remarks by the Faculty Senate Liaison: After a round of introductions, Ryken laid out the Faculty Senate charges for the committee (attached). The charges were for the most part those suggested by the Committee last year, with the addition of item (4), which calls for the Committee to "respond to inquiries from the Academic Standards committee regarding the curricular impact of scheduling issues." She then called for the election of the Curriculum Committee Chair and Secretary.

Chair Selection: **Mary Rose Lamb** was elected Chair by acclamation.

Secretary Selection: **Matthews** and **Livingston** were elected Secretary.

Approval of Minutes of April 20, 2007: The minutes were approved as written.

Overview of committee process, agenda for 2007-2008, including possible duties to be delegated to Associate Dean:

Washburn presented an overview of the committee process, with some discussion on how the Curriculum Committee would divide itself into subgroups.. The Committee had used working groups during the 2006 - 2007 academic year. Each working group had a fixed membership and was assigned tasks from a set of specific topics. This was in contrast to the earlier committee structure in which groups of varying membership were assigned to individual curriculum review tasks. After some discussion, the Committee reached the consensus decision to continue using the Working Group model as established last year. A grid of working groups was distributed so that colleagues could choose working groups on which they would prefer to serve.

Actions Delegated to the Associate Dean: DeMarais reviewed the actions delegated to the Associate Dean. There were no changes to the actions as implemented last year.

Revision of self-study guide: This item had been placed on the agenda in error. No action was taken.

Other business:

DeMarais reported that the Interim Study Abroad Committee had approved the School for International Training program in Senegal as a partner program. Washburn reported that work from the Interim Study Abroad Committee for Curriculum Committee review.

Washburn reminded the Committee that we are in a self-study year for accreditation (item (5) of the committee charges). Loeb asked what the Committee's responsibility for the self-study would be. DeMarais outlined the self study process and the Committee's responsibilities in it. Eric Orlin is the self-study team's liaison with the Curriculum Committee.

Chair Lamb asked if there was other new business. Washburn reported that there were several issues ready for the working groups to consider, and that these would be assigned as colleagues are assigned to working groups.

Adjournment: There being no further business, McCuistion moved that we adjourn, and we did adjourn at 8:34.

Respectfully submitted
Bob Matthews

Appendix I

Senate Charges to the Curriculum Committee

1. Complete remaining business related to the review of the academic internship courses.
2. Continue the on-going business of the Committee including: 5 year reviews of departments and programs, ongoing assessment of core rubrics, review of international study programs.
3. Continue ongoing discussion of the Connections rubric with regard to issue of consistency of approval practices across committees and subcommittees.
4. Respond to inquiries from the ASC regarding curricular impact of scheduling principles.
5. Respond to inquiries from the RSC regarding the self-study.