

Minutes for the Curriculum Committee meeting of Wednesday, September 28, 2005

Members present: Brad Dillman, Alyce DeMarais, Linda Williams, Christine Smith, David Luper, Jim Jasinski, Suzanne Barnett, Ashley Gray (student), Brad Tomhave, Carrie Washburn, Zaixin Hong, Lor Ricigliano, Karim Ochosi, Grace Livingston, Carlo Bonura (secretary), DeWayne Derryberry (chair).

The meeting was called to order at 8 a.m.

The Committee approved the minutes for its September 7, 2005 meeting.

Subcommittee assignments and responsibilities:

Subcommittee assignments were formally announced. DeWayne Derryberry stated that the main business for subcommittees will be curriculum reviews. A general discussion of sub-committee responsibilities ensued.

After a brief discussion Jim Jasinski and Suzanne Barnett agreed to exchange their positions as chairs on the Environment Studies and Occupational Studies subcommittees. As of now, Barnett will be the chair of the Occupational Studies subcommittee and Jasinski will be the chair of the Environment Studies subcommittee.

Subcommittee reports

Although there were no subcommittee reports, Barnett, in discussing the review of a course approved by the Academic Dean, reminded the committee of the process by which a course is approved by the Academic Dean over the summer break.

Academic Calendar

The Committee has the task of approving the full calendar dates for the 2006-2007 academic year and the basic calendar dates for the academic years of 2008-2009 and 2009-2010.

Alyce DeMarais relayed to the Committee that the Faculty Senate is currently in the middle of discussing the changes to the academic calendar proposed by the Committee last year. She expressed to the Senate that the committee did not wish to review the matter further.

Carrie Washburn stated that regardless of the deliberations in the Senate the calendar needed to be approved as soon as possible. It was made clear that any Senate changes to the shape of the calendar would supercede the calendar approved by the Committee. Washburn also explained that the Senate would decide when any changes would take place if they approve changes to the calendar.

The Committee approved the full 2006-7 calendar, and the basic calendar for 2008-9 and 2009-10, as well as revisions to the summer 2006 calendar.

In its short discussion the Committee suggested minor edits to the calendars none of which involved substantial changes.

Audit option for First year Seminars

Brad Tomhave moved that first year seminars be closed to auditors. He explained that due to the restrictive nature of the first year seminars such courses should be listed as unavailable to auditors. This restriction would make the policy regarding audits clear to both faculty and students.

Christine Smith asked if the policy would apply even if there was space available in the class. Tomhave replied that the restriction on audits would apply in all instances.

The Committee approved the motion to restrict auditors with one abstention and no members against the motion.

Concluding business:

In a discussion of future business facing the Committee, Washburn reminded the Committee that there freshman seminars need to be approved as soon as possible.

Linda Williams asked a general question regarding the process for approving courses. Washburn explained that a proposal first goes to Washburn's office and is then distributed to the Committee. With regard to a question about those who have access to proposal materials it was stated that it is possible for other people not on the sub-committee to review materials but not typical.

Carlo Bonura asked a question on whether minutes should be placed on facultycoms before official approval of the minutes by the committee. The Committee did not formally take this issue up.