Meeting Minutes from February 8, 2018

Curriculum Committee

Voting Members: Rebecca Beal, Becky Brown, Paul Cheney, Dave King, Karen Koenig, Bob McCoy, Sara McKinnon, Lisa Morse, Joanna Pinckney, A Joe Ritchie, Karen Robinson, Nancy Willet

Nonvoting Members: Sheldon Carroll, Cari Torres-Benavides

Guests: None

Chair: A Joe Ritchie

Agenda for February 8, 2018

- Motioned to approve: Bob McCoy
- Second the motion: Karen Robinson
- Approval status: Members in attendance voted to approve the Agenda

Minutes from February 1, 2018

- Motioned to approve: Becky Brown
- Second the motion: Rebecca Beal
- Approval status: Members in attendance voted to approve the minutes with two edits.
- Members voting no: None
- Members abstaining: Dave King, Karen Koenig, Lisa Morse

Reports:

Academic Senate Report (Karen Robinson)

- The Senate heard presentations about concerns about campus surveillance and the lack of implementation of an AP that passed the Senate last year.
- Facilities will be installing lighting in parking lot six.
- The Senate created an ad hoc subcommittee to determine who will be helping on the Tech Committee, its charge, and the role of faculty and students in the process.
- The Senate discussed the new comprehensive Program Review proposal.
- The Senate passed AP 5013: Students in the military.
- The Senate will be discussing AP 4105: Distance Education and Program Review at next week's meeting.

UDWC Update (Cari Torres)

- No report.

GE Committee Update (Dave King)

- The first GEC meeting will take place on Thursday, February 15th from 3:00pm-4:00pm in AC 217.

eLumen Update (Cari Torres)

- OIM and eLumen have been working on the upload and step templates.

Curriculum Chair Update (A Joe Ritchie)

- A Joe distributed several documents to the committee.
- The first document was draft invite language for requesting faculty to present proposals for new courses and programs to the Curriculum Committee before technical review.
- The second document was the Fall 2018 Course Revision list with those courses needing revision by September 1st. A Joe will send electronic copies to the committee.
- The third document was a list of courses not offered since before 2013. This is not a final list and there may be errors on it. A Joe will send electronic copies to the committee.
- A Joe will work to email all faculty with a reminder of the March 1st deadline for new courses seeking articulation for Fall 19 and with the September 1st deadline for the Fall 18 Revision Cycle.
- Next week, call to order will happen at 2:15pm. Nadia Sanko will be presenting new courses from the World Languages and Cultures department. Bob McCoy will also be presenting new courses. In two weeks, Paul Cheney and Stephanie Wells will propose honors curriculum.
- The committee discussed the impact AB 705 will have on Math and English as well as across campus. This will be a future discussion item.

Process for New Program / Course Submission

- The committee will be able to discuss this further during the presentations at the next meeting.
- The committee should email A Joe with language changes to the invite letter to departments.

Process for Class Max

- The committee discussed the need to work with UDWC to determine criteria for establishing class maximums and researching how other colleges determine class maximums. It also discussed identifying the main areas where class maximums are having an issue. Some criteria may include amount of writing, mode of delivery (e.g. DE), laboratory capacity and safety, and so on.
- A Joe will put this on a future discussion item.

Interesting Facts

- Sara McKinnon reported that Andrei Barashkov sent pictures of traditional Lent festivals from Basque Country.
- Joanna Pinckney reported that miniature horses may be permitted as service animals (provided they are housebroken).

Technical Review:

For the most recent information on the status of courses being reviewed, please refer to the Course Approval Schedule on the Curriculum Committee website or the attachment from the regular distribution of curriculum materials by the Chair.