

Curriculum Committee
September 26, 2019
Minutes

Present: Julie Bonner, David Martin, Sayantani Mukherjee, Clem Ehoff, Michael Goerger, Maria Sanders, Benjamin White, Sabrina Juhl, Bernadette Jungblut, Scott Robinson, Coco Wu, Mike Harrod, Mike Gimlin, Arturo Torres and Mark Samples

Absent: Jon Fassett, Della Gonzalez, Heidi Henschel Pellett

Guest(s): None

Meeting was called to order at 3:14 p.m.

Maria moved to approve the June 6, 2019 minutes. Sabrina seconded and minutes were approved.

Michael gave a brief overview of the actions this summer. He was involved in meetings over the summer to talk about the curriculum process. There has been some acknowledgement that the process needs some help and resources. It has been suggested that someone needs to be hired to help with the process. The committee will need to take some time to address some of the mistakes that happened from some of the rushes in curriculum last year. The process didn't work well last year.

The committee reviewed the committee charges for the year. Michael will bring a draft for charge #2 which is dealing with the guidelines and expectations for review steps of curriculum. We need a policy that would allow the Registrar's office to delete curriculum forms that are started in the system, but are now old and were never sent forward. Coco brought forward concerns around GE forms and process.

The committee talked about the Curriculog proposals and when changes could and should be made. Michael suggested that the committee review the proposals each fall and make any changes, if any, and forms would run from winter to fall. There was also discussion about curriculum deadlines. It was asked if we could move to a single deadline, and what would be the issues with that. Bernadette suggested that maybe we give faculty a realistic process and timeline of what proposals go through if they want to offer it the next fall, etc.

Michael went over the curriculum proposal review process with the committee. The committee will need to update the review form.

Mike Gimlin offered to give anyone on the committee training if they would like. Mike reported that there were some feature upgrades to Curriculog over the summer. Within each proposal on the decision side there is a comparison, so you can see the current proposal and any concurrent proposals both in the same frame side by side. They have added strong Admin power, so Mike can now step in at any step and add comments and make changes which should help not to have to custom route as much. Filling out new forms conditionally they can now hide fields at certain reviews steps. This could help with the NWCCU information, etc. that this curriculum committee doesn't need to see, but could be on the form.

Meeting was adjourned at 4:57 p.m.