

**Curriculum Committee
Minutes
March 8, 2018**

Present: Jan Byers-Kirsch, Teri Walker, Toni Sipic, Coco Wu, Michael Goerger, Maria Sanders, Bruce Palmquist, Maura Valentino, Scott Robinson, Mike Harrod, Ginny Blackson, Rose Spodobalski-Brower.

Absent: Jon Fassett, Jeff Stinson, Sathy Rajendran and Michael Johnson

Guest(s): None

Meeting was called to order at 3:15 p.m.

Toni moved to approve the agenda. Bruce seconded, and the agenda was approved.

Michael moved to approve the March 1, 2018 minutes. Coco seconded, and motion was approved.

Chairs update - Teri updated the committee on where we are currently with Curriculog agenda and approvals. We thought Margaret Jensen in the Associate Provost was going to be able take over the approvals, but it doesn't look like that can work. Curriculog would lose the agendas that have already been created and create some additional problems. Janet will continue to the agenda and approvals for the rest of this year.

Curriculum forums are scheduled for March 13 3:00-4:00, March 16 10:00-11:00 and March 28 1:00-2:00.

Curriculum process - The committee talked about issues with the curriculum process and what might be some of the things that could be done. One suggestion is to develop college curriculum committees. The committee talked about having the department chair, department secretary or a designated faculty member do the proposals, so they were familiar with the process. It was suggested to do workshops for program changes, new programs and course changes in spring quarter. Have the workshops in a computer lab so they can work on proposals. Coco suggested going through Human Resources to set these up, so they can be tracked and recorded in the faculty record. Kathy Johnson is the individual to speak with. Teri has been talking with Eric Cheney about development around curriculum and assessment. There are some things that should be made available annually.

Rose suggested that she be the last to review prior to proposals coming to the Curriculum Committee. Rose would like course deadlines to coincide with scheduling deadlines which is two quarters in advance. Michael what about having one deadline for new courses in spring. Allow a floating deadline for special topics but have a hard deadline for other courses. Rose talked about the minors and certificates will also need to have program outcomes that go to Bernadette.

Registrar updates - Rose reported that with the new General Education proposals there were approximately 5-6 courses that were approved for General Education that had credit changes. However, the departments did not put in program changes. BIOL 499S was one of them. Rose would like to move the proposals that are in the same situation to Fall of 2019 so the department can put in the program changes.

Policy updates - The committee started going through 2-50-040. The committee will continue the review of this policy.

Meeting was adjourned at 5:01 p.m.