

**Curriculum Committee  
Minutes  
April 27, 2017**

Present: Teri Walker, Coco Wu, Michael Groeger, Maria Sanders, Bruce Palmquist, Ginny Blackson, Kathy Whitcomb, Rose Spodobalski Brower and Lene Pedersen.

Absent: Jon Fassett, Jan Byers-Kirsch, Toni Sipic, Linda Hoff, Jeff Stinson, Mike Harrod, Ethan Bergman and Michele Reilly

Guest(s): None

Meeting was called to order a 3:11 p.m.

Michael moved to approve the agenda. Bruce seconded and motion was approved.

Ginny moved to approve April 20, 2017 minutes. Maria seconded and the minutes were approved.

Chair update - Ginny sent an approximation of workload for next year. Everyone's workload would be 5 next year. Teri is working on a drafting a document asking for an individual from each College to work through a curriculum proposal. Teri is also working on a summer plan to improve the curriculum process and review areas of need.

5-50-020

Need to make this (1) Certificates and then make A and B. Need to ask for justification and clarification of what they are really trying to do from Natalie Lupton.

Change 5-50-020 (1) Certificate programs are specialized career programs, often geared for admission to licensing or career entrance tests, and results in a certificate. Certificate programs may also be no credit. (See 5-50-090 and 2-50-090)

(7) A layered course may only be offered at the 400/500 levels. The 500 level course must have additional learner outcomes and may have different course requirements.

5-50-20 (10) need to talk with Bernadette about programs changing what do we need. If they are moving from specialization to stand alone degrees, what equals a new program.

A special topics course is active up to three years and may be converted to a regular course number within this three year period. This requires the submission of a course change through Curriculog. Otherwise the course will be deleted.

(D). Variable topic courses are treated as regular courses. These courses are given a permanent course number and title. Topics may vary within the specific subject included in the title. (Need to come up with procedure).

The committee will continue to review policy and procedure at the next meeting.

Meeting was adjourned at 4:57 p.m.