

Curriculum Committee
March 14, 2024
Minutes

Present: Paul Ballard, Sayantani Mukherjee, Fabio Ambrosio, Lacy Ferrell, Tim Sorey, Benjamin White, Susan Merrill, Tim Englund, Rachel Kirk, Jenny Dechaine-Berkas, Mike Gimlin, Arturo Torres

Absent: Erika Pazian, Hideki Takei, Lizzie Brown, Evelyn Aguiar, Yoshiko Takahashi, CB dean representative, Mike Harrod, Library dean representative, Kathryn Martell

Guest(s): Eun Young Lee, Mark Meister, Elizabeth Fountain

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

Chair report – Ben talked briefly about the Hold hearing process. There is not a meeting next week during spring break. On March 28th there will be an email vote. The next review log will be April 4th.

Liberal Studies program and courses – Rachel talked with Dean Knirck about these proposals. A previous dean appointed Xavier to work on this program. When do students start this program? Typically students enter this degree towards the end of their time here and they are undecided. Returning students who have random credits this is a way to get a degree. The changes to 289, 389, 489 seems to be a big change to the program. The change seems to be treating Liberal Studies as a discipline which it is not. Redundancy as there is a research method already required and potentially within disciplines. The courses are no longer in alignment with the original intention of the Liberal Art degrees and are being rejected at this time. Committee talked about inviting the CAH Dean to talk about these changes further. The committee will continue the discussion and take a vote at the April 4, 2024, meeting.

Agenda was approved.

March 7, 2024, minutes were approved with several corrections.

Certificates on transcripts – For departments in CEPS they are printing certificates on paper for students. Currently transcripts show a milestone, but not the certificate name. AR, vs transcript vs diploma. The bulk of certificates have milestones associated with them. They will show up on transcript in the footer as having earned a certificate. Think they are asking for them to be listed with the majors. This would be a shift in how things are being done, and potentially cause problems as that would end the students time in the system. The Registrar's Office is looking at making the milestones more robust. 80-90% of the certificates have milestones built in the system. Not sure all the departments know they can activate this. The AR report is currently being hand entered, rather than being automatically applied. Arturo indicated that there could be a potential to work with the vendor who does the diplomas, that potentially could do the certificates. Could potentially create a digital certificate as an option. There are current discussions with IS about adding a more robust reporting structure around milestones. This might have to get higher approval for this amount of work to get the certificates moved to be considered programs.

ADMG 385 Hold Hearing 4:31 p.m.

Attendance: Mark Meister, Eun Young Lee and Liz Fountain.

Ben went over the hold hearing process with all the parties.

Communication, Mark Meister – Mark Meister is representing the Communication department along with the department chair Eun Young Lee. Three arguments that they would like the committee to consider in relation to their petition of ADMG 385. First position is in regard to the changes to the description and learner outcomes. As outlined within the description and learner outcomes the phase and context of professional communication is clearly defined as a static thing by which concepts are applied to. The discipline of communications sees professional communication as a much more complex and not a static entity. Where co-construction and meaning construction is created. For example, professional communication as we teach it in our discipline, has a strong focus on communication, ethics, public communication, group communication and certainly computer mediated communication. We emphasize ethics and law by those teaching professional communication. Our ethical standards come from a variety of professional entities. For example when journalism talks about professional communication, we teach the codes or standards associated with the Society for Professional Journalists as well as the American Advertising Federation and the Public Relations Society of America. We think that professional communication as a concept is not a static thing as this course is structured, but rather it is an ongoing entity that requires synthesis by students to take into account broader contexts. Our second point focuses on the very important discussion and cultural discussion about not only communication ethics as it relates to IT and AI, but also the legal entities. Any course that is going to be teaching public communication for dissemination of materials, students and faculty need to understand the legal implications associated with libel copyright, defamation. That's just a few, not to mention ongoing conversations about privacy and intellectual property. Our third and final point is that the assessment outcomes that we use in our communication classes are shaped by some implicitly and explicitly by some accrediting national and international organizations related to the discipline of communication, specifically the National Communication Association and the Association for Education and Journalism and mass communication. Our courses take into account the recommendations of those disciplinary agencies, so that we can make sure that we're teaching our students the complexity of the communication complex, particularly in relation to professional communication. The final point we would like to make is that our commitment is to assessment beyond our understanding. That human communication and professional communication is not static.

Information Technology Management, Liz Fountain – Our story is a little bit different. Our story has to do with the Hold petition itself. The petition was presented to us with two issues. One issue was the overlap of course content and the other issue was the terminology of communication.

ITM – Story has to do with the hold petition itself. One issue was overlap of course content and the terminology of the term communication. Alternative term using communications. These are not in the Hold petition. Quickly became clear in courses that do overlap in order to get the same information they would have to take several courses. We returned those suggestions to Dr. Lee as well as cross listing. Response in the title and outcomes. Communications presented us with alternative wording that would satisfy some of the concerns. However, the concerns brought forward today are new to us and are not on the Hold petition. ITM met with Dr. Lee and talked through the two issues on the Hold petition. It quickly became clear that the constellation of courses the communication department offers would mean that our students would have to take multiple courses to get the information and that was agreeably taken off the table. We then went back to our faculty with the terminology change regarding communications and our faculty were comfortable with the terminology change. That was communicated to Dr. Lee for them to take to the Communication faculty. Also the idea of cross listing

this course with a COM course was also taken off the table. Our position and our response is the revised description, title and outcomes have addressed the issues in the petition.

Questions –

Could you please specify what the changes were the ITM made to the course? This information is in the document that was provided by the ITM department.

Proposed Wording Changes from IT Management Faculty

These are the wording changes proposed on March 1 by the IT Management faculty via the IT Management Curriculum Committee to address the concern stated in the Hold Petition. These changes were based on the conversation among the department chairs on February 28.

	ADMG 385 IT Tools for Professional Communications
Description	Covers the principles and practices of the effective use of technology tools in professional communications. Students will learn how to integrate technology tools into written, verbal, visual, and nonverbal communications.
Outcomes	Apply appropriate modern IT tools for efficient and effective professional communications.
	Construct clear and concise messages using modern IT tools for various purposes, audiences, and situations.
	Evaluate the strengths, opportunities, challenges, and limitations of generative artificial intelligence as a tool in professional communications.
	Collaborate with diverse teams and individuals using modern IT tools.
	Demonstrate ethical, responsible, and professional behaviors in communications using modern IT tools.

Did these changes address the issues you had and does the department agree with these changes? Dr. Lee did agree to the changes provided by ITM, but this does not mean the Department of Communication had other issues with the course. Faculty in the department had suggested additional changes to the outcomes as well. We didn't really delineate that cross-listing was off the table.

Since Communications has worked with other departments to create specific courses for other departments, would ITM consider working with Communications to create a course that could eventually replace this course. Liz indicated that this course has been on the books for many years, but they could consider this for the future. This course is utilized in a number of degree programs, so it needs to stay in until we could potentially have something else.

Does Communication have similar issues with the current form of the course title, description and learner outcomes? The current title is Business Communications and Report Writing which is a bit narrow. The original learner outcomes are also more narrowly focused, but there are some that overlap with courses that are being offered in Communications.

Question about the suggested changes to the learner outcomes. Faculty did not agree to these changes in COM and were suggesting additional changes. Other suggestion Department made was to cross-list

this course. COM has worked with other departments, is this something the department would be open to replace this course. Would potentially consider this in the future. Does COM have concerns about the current course title and outcomes.

Debrief – The committee talked about the Hold petition.

Committee moved into Executive session at 5:08 p.m.

The motion to uphold the ADMG 385 petition failed. 0-5

Meeting adjourned at 5:10 p.m.

Addendum

Email vote to approve all of the proposals from the March 14, 2024, approval log was done via email. The proposals were approved.