

Faculty Senate Curriculum Committee Meeting Minutes

Date: April 2, 2026, 3:10 PM

Location: Zoom

Attendees

Voting Members

Paul Ballard, Elizabeth Brown, Lacy Ferrell, Dia Gary, Erika Pazian, Tim Sorey, Sayantani Mukherjee

Non-Voting Members

Mike Gimlin, Kurt Kirstein, Mike Pease, Rachel Kirk, Gayle Young-Dohrman

1. Call to Order

The meeting was called to order by **Chair Ballard** at 3:12 p.m.

2. Approval of Agenda

The agenda was approved as presented.

3. Approval of Minutes

Motion to approve the March 5, 2026 draft minutes: APPROVED

4. Chair Report/Updates

The committee briefly discussed interest in moving forward with CourseLeaf products and agreed there appeared to be support for continuing exploration. A committee member noted that additional materials and presentations are available on the vendor website, and Administrative Assistant Alysia shared that she had already provided Chair Ballard with a document, demo link, and related materials that could be distributed to committee members if requested. Chair Ballard indicated that if those working closely with the products support them, he is inclined to support continued exploration as well.

5. Review

a. Approval / Review Log

3.5.2026-3.19.2026 Curriculum Review-Approval Log: APPROVED via email vote on 3/12/2026.

b. Proposals Discussed & Motions – Campus Review

Course Changes

Motion to send course change proposals forward for campus review: APPROVED

Program Changes

Motion to send program change proposals forward for campus review: APPROVED

New Programs

Motion to send new program proposals forward for campus review: APPROVED

6. Curriculum Proposal: Residency Program Administrator Graduate Certificate (and for Special Education version)

Discussed a needed correction replacing inactive EDAD 694 with EDAD 693 due to a catalog credit issue discovered during NYCWU integration.

7. Hyflex Definition Discussion

Hyflex Definitions: The committee discussed the complexity of Hyflex instruction and the need for clear definitions that account for in-person, synchronous, and asynchronous participation options. Members noted that teaching Hyflex can feel like managing multiple course sections simultaneously and creates significant logistical and workload challenges for faculty. A committee member shared that prior Hyflex committee materials are stored in the 2025-26 folder and suggested adding the draft definitions there as a working document. It was also noted that there was a prior discussion about surveying faculty for feedback on how Hyflex is used, what concerns exist, and how the definitions may help or create challenges. Kurt emphasized the importance of listening to faculty with direct Hyflex experience before moving anything forward.

8. 3-Year Degrees

The committee discussed the possibility of three-year degree programs but agreed additional information and data are needed before moving forward. Paul stated that if the

university pursues three-year degrees, it should do so carefully and for the right reasons, with more discussion likely continuing into the fall. Kurt emphasized that any departments choosing to pursue three-year degrees would need to meet a very high bar and that not every department would be expected to participate. He noted that faculty concerns are being recognized and that additional feedback from faculty and the Executive Committee will be important before any further action is taken.

9. Administrative Assistant Alysia Owlsym SharePoint Presentation

Alysia provided an overview of the new SharePoint-based review and approval log process that is intended to replace the current system. She explained that proposals, reviewer assignments, and reviewer notes would all be housed in a single SharePoint location. Users would be able to filter by reviewer name or proposal, view only their assigned items, and enter notes directly into the system rather than into the current logs. Alysia also highlighted that users would be able to customize their views, hide unnecessary columns, and filter information to make the process more efficient and user-friendly. Committee members expressed appreciation for the work being done to streamline the process and agreed that the new system appears likely to improve usability and organization.

10. Next Meeting

April 16, 2026 will be the next meeting.

11. Adjournment

Adjourned at 4:14 PM