Meeting Minutes for May 5, 2011

Curriculum Committee

Subcommittee of the Academic Senate

Present: Cari Torres, Becky Brown, Sara McKinnon, Bonnie Bornstein, Caterina Labriola, Mary Pieper-Warren, Kristi Kuhn, Chris Schultz, A. Joe Ritchie, Rebecca Beal

Absent: Paul Smith, Letta Hlavachek, Maul Allen

Resource: Kim O’Gara

Topics Discussed:

1. Chris and Sara will work with Doug on the creation of a new Distance Education template for the Course Outline of Record database. It was agreed that all faculty with DE outlines already in the database will be asked to update the DE page with the new form. Chris will contact faculty on this matter after the form is complete.
2. The Committee agreed that our current procedure for deleting courses needs refinement. Chris will work with Cari to create a unique form for deleting courses to be added to the COR template. This will include specifics regarding cross listed courses and courses required for a degree.
3. Chris reported on the Department Chairs meeting and the follow up correspondence with Chairs regarding out of date outlines and not returned outlines. We will discuss a procedure for the summer to attempt to push faculty to act on the outlines.
4. A brief report on the Academic Senate meeting included a request from the Community Ed. faculty on the Senate, that the particular faculty teaching a Community ED. course be allowed to participate in any discussion with Credit Department Chairs and Deans, if a CE class is perceived to be in conflict with a credit class. No action was taken.

Courses Approved:

1. ASL 101
2. ANTH 101L
3. ANTH 102
4. ANTH 103
5. ANTH 208
6. SPCH 120
7. FREN 226
8. PSY 114DL

Degrees and Certificates Approved:
1. AS in ACRT
2. Certificate of Achievement in ACRT