Meeting Minutes for April 7, 2011

Curriculum Committee

Subcommittee of the Academic Senate

Present: Cari Torres, Becky Brown, Mary Pieper-Warren, Rebecca Beal, Bonnie Bornstein, Caterina Labriola, Jim Arnold, Chris Schultz, Rossana Pagani, Maula Allen, Kristi Kuhn

Absent: Paul Smith, Letta Hlavachek, Rinetta Early, A. Joe Ritchie

Resource: Kim O’Gara

Topics Discussed

1. The Senate raised an item in the Grading Policy that refers to ‘student participation’ as a factor in determining a student’s grade. The Committee will review this issue in greater detail to determine if it requires a modification to the course outline template or the Committee’s review of new courses.

2. The Committee discussed the history of how the ‘Discipline Review process had been discontinued when the new Program Review effort was initiated. The group felt that some version of a discipline review was essential to managing the overall appropriateness and effectiveness of the college’s curriculum. This topic will be raised at the next meeting and development of such a process will be a high priority in the next months. Concern was clearly expressed for not creating another requirement that does not effectively improve the curricular offerings but creates more work for faculty.

3. Members of the Committee expressed a strong need to get the General Ed. subcommittee active. There are an increasing number of changes being made to courses that affect their status as G. E. courses. Chris will get the subcommittee together soon after Spring Break.

4. Kim raised concern that the Committee needs to pay particular attention when review outlines to the course title and the recap page. Faculty is submitting inconsistent information which creates problems for OIM. The group agreed to check this issue.

5. Although the college will not move to enforcing Prerequisites for the fall semester, there is a need to review more systematically how they are being applied and the implications if courses are deleted or changed. Chris will raise this issue to look for a process of review.

6. The Committee reviewed the draft of the Distance Education Addendum and a list of Best Practices that had been prepared by the DE taskforce. The Committee approved the document and will send it to the Academic Senate for approval or change. We will then put in the Template for incorporation in the Course review process. The issue of how current DE courses get updated with the new form was raised. Chris will come back with a proposal.

7. In the discussion of DE courses, the issue of video courses was raised. Member of the committee strongly expressed concern that these old courses are not appropriate and may lose their transferability, thereby not serving students. Chris will discuss this matter with Dean Arnold and take action with faculty to either update the course outline or consider discontinuation of the classes.