Summer Working Group

**August 14, 2018** – HUB 123

**MINUTES**

Present: Liz Ahl, Mary E. Campbell (consultant, non-voting), Patricia A. Cantor, Scott R. Coykendall (Chair), Tonya B. LaBrosse (Registrar), David A. Mackey, Sarah L. Robertson (Associate Registrar and Degree Auditor, non-voting), Christie L. Sweeney, Roxana Wright (3:27 pm) (six voting members)

Excused: Kyle W. Burke, Hilary K. Swank

Vacant: one student member

Guest: Cathie LeBlanc, General Education Coordinator (3:15 pm)

*Note: Unless otherwise indicated, all curriculum changes noted below will become effective with the* ***2019-2020*** *edition of the* ***Academic Catalog****.*

Scott Coykendall called the meeting to order at 3:00 pm.

1. **Review of Summer Work**
2. Revision of Bylaws

Remove “only one member from a department may serve”; rewrite as “any faculty member can be elected and they represent all the faculty; terms are staggered; no more than two faculty from a cluster; clusters are fluid. Include councils.

[need the language of the motion] *Approved 6-0-0-3.*

How will Admissions find out what is new/going away? Shared minutes? Chair communicates with Admissions? Can Admissions attend Curriculum Committee meetings? Anyone can attend the Curriculum Committee meetings. The Registrar’s Office does not want to be the conduit to Admissions. Scott will talk to Jason.

1. Four-Credit Transition Guidelines

Members of the Curriculum Committee are giving a session on Wednesday University Day.

1. Protocol for program curtailment

The Faculty contract says that the Curriculum Committee will be consulted on this topic. We need to establish a Curriculum Committee procedure. How is a Program Review currently defined? Is having it done by the faculty of the program being considered? Does discontinuance of a program comes from the faculty or the administration? Do we propose a plan for teaching the program out; for students finishing the program? We need to write procedures by November so we can take it to the Faculty in December. What happens if the faculty do not agree with the administration?

1. Graduate Credit for Experience
* PLA’s in other universities
* Proposal for Super Portfolio Assessment Competency course (002)
* Accreditation Information and PLA’s

 Discussed Subcommittee report Regarding Credits for Professional Experience. Credit could be

Pass/No Pass; both graduate and undergraduate; can have limits. Prior Learning Assessment (PLA) fits more with professional programs, e.g., Business. We should talk with the Academic Affairs Committee. Should credit-by-exam be adjusted to use here? Could do PLA in-house; financially, ownership. How does one do a portfolio? Students may need help to articulate what they have learned. The student must be a matriculated student. Start with catalog language and revise it.

1. Cluster Curriculum

The Committee is presenting this topic on Thursday University Day. What is Cluster Curriculum? What are Clusters? The Provost has mentioned that clusters have to change to become administrative structures. The focus is on learning for students. Four tools of clusters. How do we create and identify? We need to make tags/attributes visible to students. Think of Clusters as opportunities for engaging students. We need the ability to browse options. How and where do students browse? Cluster Connect may be difficult to maintain. Who creates and maintains the Cluster tools? Degree Works (DW) would be the best tool because it is maintained and students know how to use DW. One cannot find electives in DW. Once two courses for one Direction are completed, the list of courses for that Direction is no longer available for students to see the other choices for that Direction. CourseLeaf will have course searches. EduNav is another tool; it was sold as a GPS for students to navigate to graduation. Budget impact? Work is being done to have a senior capstone for General Education. The Curriculum Committee could encourage this project. Some programs require a Capstone course.

1. **New Business**
2. Curriculum Committee approval requirements and processes (Pat)

Karolyn Kinane would like to re-run Spring 2019 the Themed General Education courses that were offered Spring 2018. Clusters will not have resource approval.

1. Course Tags and Attributes (Cathie LeBlanc, General Education Coordinator, will be present for this discussion)

We need three replacement members for the Curriculum Committee for this academic year. The appointment would be for one year.

The meeting adjourned at 4:50 pm.

 Respectfully submitted,

 Mary E. Campbell, Scribe