

Minutes for University Curriculum Committee meeting of September 7, 2011

Present (alphabetically by department):

Adams, Don	Chair
McCarthy, Mary	Accounting
Buxton, James (alt)	Art
Jackson, Mark	Biology
Dobbs-McAuliffe, Betsy	Biomolecular Sciences
Watton, Steve	Chemistry & Biochemistry
Zanella, Deborah	Computer Electronics & Graphics Technology
King, Cherie	Counseling & Family Therapy
Simmons, Reginald	Criminology & Criminal Justice
Thornton, Eleanor	Design
Mijid, Nara	Economics
Vasko, Thomas	Engineering
Karpuk, Paul	English
Frank, Lisa	Finance
Chang, Howook	Geography
Jones, Mark	History
Gendron, Michael	Management Information Systems
Miller, Adele	Mathematical Sciences
Kazecki, Jakub	Modern Languages
Parr, Carlotta	Music
Bochain, Shelley	Nursing
Ciotto, Carol	Physical Education & Human Performance
Sharma, Nimmi	Physics & Earth Sciences
Smith, Robbin	Political Science
Perdue, Lauren	Psychology
Sanders, Delia	Social Work
Erdmans, Mary	Sociology
Nicoll-Senft, Joan	Special Education
Drew, Sally	Teacher Education

Siragusa, Sheila	Theatre
Bigley, Mary Pat	SEPS Dean's office
Wolff, Robert	Arts & Sciences Dean's office
Hicks, Elizabeth	CACE
Chasse, Emily	Library

I. The committee approved the minutes of the May 4 main meeting, with one amendment, that Steve Watton (Chemistry & Biochemistry) should be included in the list of attendees.

II. Paul Karpuk (English) was elected secretary of the full committee. Don noted that every subcommittee will have to meet during the upcoming round of meetings even if it has no curriculum business to transact, as a chair and secretary must be elected for each subcommittee.

III. This meeting was for information and orientation purposes only, as there is yet no new curriculum business to transact.

Don reminded members of the work being done by the ad hoc Committee on General Education. The committee has a blog / website at <http://you.ccsu.edu/gened>. A list of members may be found at <http://www.ccsu.edu/page.cfm?p=7764>. It will host an open forum in late October or early November [Thursday, October 27, 3:05 to 4:20, 231 Copernicus Hall]. It is required to come up with a proposal to revise General Education by the first round of curriculum committee meetings in Spring 2012. The proposed revision will include an implementation stage and will be reviewed by all academic departments.

Don commented on the great volume of business being done by the University Curriculum Committee. Many revisions decrease the utility of the catalog over time. Faculty members are requested to avoid unnecessary changes, among other things by asking themselves first if the problem being addressed is really a curriculum issue, that is, whether it could be resolved through avenues other than the curriculum approval process, for instance by going to the Dean.

Don familiarized new members with the shadow (draft) catalog, which is updated monthly and therefore reflects the most recent changes to curriculum subsequent to lockdown of the one currently in use. The data base pulled up when faculty members submit electronic proposals is frequently out of date, and they should check program and course descriptions therein against the shadow catalog which will include the most recent revisions. The version in the shadow catalog is authoritative. The question arose as to whether Banner/Pipeline is up-to-date with changes in the shadow catalog.

Don gave members an orientation to the University Curriculum Committee website: <http://www.ccsu.edu/page.cfm?p=3492>. He commented on the procedure for making a submission and the curriculum approval process. He noted that for departments making proposals, attendance at all subcommittee meetings listed on the agenda for that proposal is mandatory; should the department have no representation at any one of the meetings, the proposal will automatically be postponed until the next round. Don referred members to the calendar on the website.

Respectfully submitted,

Paul A. Karpuk

Secretary, University Curriculum Committee 2011-12

Professor, Dept. of English