TO: All Members, University Curriculum Committee; Department Chairs
FROM: Mark Jackson, Chair, University Curriculum Committee
                832-2650; jacksonmae@ccsu.edu
SUBJ: Primary Agenda for 1st Round of Curriculum Meetings
DATE: September 10, 2013

This is the Primary agenda of the 1st round of University Curriculum Committee meetings for the academic year 2013-2014. To view course and program submissions, click on their hyperlinks underlined and in blue below.

Please attend all subcommittees to which you are assigned (check membership by clicking on "**Subcommittee Assignments**.") Please remember that most members are assigned to 2 subcommittees. The schedule for this month is presented below, and the full schedule of meetings for the entire academic year can be found by clicking on "**Committee Calendar**."

SEPS Subcommittee (SEPS)	9/17/13	12:30 PM	HB 222
Business Subcommittee (BS)	9/18/13	1:00 PM	Vance 106 (Note different location)
A&S Subcommittee (AS)	9/18/13	3:15 PM	Vance 105
SET Subcommittee (SET)	9/19/13	12:30 PM	NC 204 conference room
Grad Curriculum Subcommittee (GS)	9/19/13	3:00 PM	Clocktower, Student Center
Gen Ed Subcommittee (GE)	9/25/13	3:15 PM	SpragCarleton, Student Center
Graduate Studies	9/26/13	3:00 PM	Marcus White Living Room
Full Curriculum Committee	10/2/13	3:15 PM	Vance 105

REMINDERS:

- If you are creating a new course, please check with Matthew Bielawa (bielawam@mail.ccsu.edu) for available course numbers

- If an agenda item lacks a sponsor qualified to answer questions about the item, it will automatically be postponed to the next round of meetings in all subcommittees.

- The most up-to-date course and program information is always available in the shadow catalog located here: http://www.ccsu.edu/page.cfm?p=14778 (password is "newcat123")

- If a curriculum submission form displays information that is different from the information in the relevant "shadow catalog," then disregard the information on the form. Simply input the course/program as you wish it to be, indicating under "Academic Rationale" exactly which changes TO THE MOST CURRENT VERSION OF THE PROGRAM/COURSE you wish to make. Consult the relevant "Shadow" catalog for the most current version.

AGENDA FOR FIRST ROUND OF CURRICULUM MEETINGS

A. Old Business:

Engineering		
9.3	**Course Revision** ENGR 240 Spreadsheet and Engineering Problem Solving Tools Change title to "Computational Methods for Engineering" Prereqs: ENGR 150 (C- or higher); MATH 135 (may be taken concurrently) or MATH 152 (may be taken concurrently)	**AS SET**

B. New Business:

All Subcommittees		
1.1	**Each subcommittee (except for Grad Studies) must elect a chair an secretary for the 2012-2013 academic year**	**(SEPS) (SET) (AS) (BUS) (GE)**
1.2	**Bylaw Revisions** Please review the By-laws to see whether any revision is needed http://www.ccsu.edu/page.cfm?p=8816 There are a few items that have come up in the last year that could potentially be addressed by revisions to the bylaws	**(SEPS) (SET) (AS) (BUS) (GE) (GS)**

A. On April 15, 2013 the faculty senate approved a revision to the senate bylaws which removes the 6-year term limit form several committees, including curriculum. The amended senate bylaws now read:

> *2.12.3. Committees listed in article 2.7.3 above, "Other Standing Committees of the Faculty," may exempt themselves from the six consecutive year term limits described above, with the exception of the Academic Standards Committee*
>
> *Note: the curriculum committee is one of the committees listed in article 2.7.3*

So the senate has now left it up to us to decide if we want to opt out of the 6 year term limit. An argument in favor of removing the term limits is that the curriculum committee is one committee that benefit from the expertise derived from experience working with the curriculum. The downside is that we do not wish to prevent exposing new faculty to the area of curriculum, but that concern may be alleviated by the fact that the curriculum members are elected by their own department, so the departments can choose whether they would prefer to have a single member with extensive curriculum experience, or to rotate members more frequently to allow a greater number of department members to be exposed to university curricular procedures.

Proposed Amendment (*change is in red italics*)
1.1 One member and alternate elected for a two-year term by and from the membership of each academic department, the library, and the academic counselors. *Members of the curriculum committee shall be exempt from the faculty senate six consecutive year term limit*. All members will serve on at least one subcommittee. If an academic department fails to submit the names of the departmental representative and alternate by the end of the Spring semester, the department chair will be the interim representative.

B. Another problem that we can potentially address with a bylaw revision is to address the continuing problem that when we make curriculum revisions to courses, there is currently no convenient system in place to check if our curriculum revisions will impact standing transfer articulation plans. This is particularly a problem for 100 and 200 level courses, since those are the ones most likely to be involved in transfer articulations. This eventually becomes a problem when

	department chairs have to deal with students coming in under transfer articulations that have been made invalid by subsequent curriculum changes. The academic departments are the ones who know their curriculum and transfer articulations the best, so it seems that the best way to handle this problem will be to have departments consider potential impact of curricular revisions on transfer articulations at the time of curriculum submission. After the curriculum change is enacted, we also need to establish a system whereby required to notify everyone involved in transfer articulations, not just at CCSU, but also at every CSU campus and at every single CT community college. Proposal: Add a new instruction under item 4.2 Submission of requests. 4.2.6. All course deletions or revisions to 100 or 200 level courses must list all transfer articulations in which involve that course, and describe the potential impact. A plan must also be described by which all impacted transfer articulations will be modified if the curriculum proposal is approved. C. There is frequently confusion about the meaning of "Authorization" of curriculum proposals, particularly when it comes to getting signatures of department chairs. The intent of section 4.4 has never been to allow departments veto power over changes in other departments, but only to provide a means by which the chair can verify that potential affected departments have had an adequate notification chance to review the proposal before the item comes to curriculum. I propose a simple solution to this misunderstanding will be to simply change the name of bylaw 4.4 from "Authorization of requests" to "Review of requests"	
English		
2.1	**Undergraduate Course Addition:** ENG 105 Enhanced Introduction to College Writing 3 credits Placement by Writing Placement Test, or permission of English Department Chair or Director of Composition Introductory course in college-level academic writing for students who would benefit from additional individual and small-group writing	**(AS)** **(GE)**

	instruction. Shares ENG 110's focus on reading and responding to complex sources; critical thinking; writing as a social act; use of evidence; academic conventions; and writing process. Supplemented by required two additional hours of basic writing instruction and tutorial assistance in ENG 105P. Satisfies first-year writing requirement.	
2.2	**Undergraduate Course Addition:** ENG 105P Enhanced Introduction to College Writing Workshop 2 credits Placement by Writing Placement Test, or permission of English Department Chair or Director of Composition; required co-requisite with ENG 105. Required 2-hour workshop accompanying ENG 105, offering basic writing instruction and tutorial assistance to support and supplement work in ENG 105. Students enrolling in a section of ENG 105 must enroll in the associated section of ENG 105P.	**(AS)** **(GE)**
Reading and Language Arts		
3.1	**Graduate Course Addition:** RDG 581 Literacy Instruction for English Learners 3 credits Admission to M.S. or Sixth-Year Program, or permission of department chair. Students are introduced to theories, stages of second language acquisition, and social and academic challenges English Learners (ELs) face. Special emphasis is placed on specific models and literacy activities for teaching ELs and on differentiating instruction for ELs in the mainstream classroom in order to support their content knowledge and academic language development.	**(SEPS)** **(GS)**
3.2	**Graduate Course Addition:** RDG 681 Literacy Instruction for English Learners 3 credits Admission to Sixth-Year Program in Reading and Language Arts, or permission of department chair. Students are introduced to theories, stages of second language acquisition, and social and academic challenges English Learners (ELs) face. Special emphasis is placed on specific models and literacy activities for teaching ELs and on differentiating instruction for ELs in the mainstream classroom	**(SEPS)** **(GS)**

	in order to support their content knowledge and academic language development. This course is cross-listed with RDG 581. No credit may be received by students who have received credit for RDG 581.	