

Curriculum Committee Minutes
Wednesday, October 28, 2009

Present: Gwendolyn Barnes-Karol (Chair), Jo Beld, David Booth, Jeanne Foels, Kathy Granquist, Vicki Harper, Megan Kaszuba, Maria Kelly, Heather Klopchin, Anna Kuxhausen, Elizabeth Lampman, Phyllis Larson, Elizabeth Leer, Justin Merritt, John Schade, Gregory Walter

1. The meeting was called to order at 3:30 p.m.
2. Recording Secretary identified – Maria Kelly
3. Subcommittee Announcements and Motions:
 - a) New Proposals Subcommittee. Chair Heather Klopchin moved that the new course proposal for Biology 320 Arctic Ecosystems: Analysis of Global Change, be approved by the Curriculum Committee for presentation on a Green Sheet to the faculty as whole for approval at the November 5, 2009 Faculty Meeting. Discussion addressed history of the course as it has been offered previously but without a lab component. The intention of the department is to only offer it with a lab from this time forward so the course was not renumbered. After being seconded, the motion carried.
 - b) Policy and Planning (Chair, David Booth). No business for the committee.
 - c) Continuing Programs Subcommittee. (Chair Greg Muth). No business for the committee.
 - d) Assessment Subcommittee. Chair Vicki Harper thanked David Booth for his work on the most recent draft of the memo regarding departmental ILO's. Additional revision suggestions were distributed by Jo Beld. Discussion on the revisions included consideration of the proposed timeline and the tone and intent of the memo. The committee came to a consensus regarding the offered revisions. David Booth agreed to make the changes to the document and to make the draft available to members of the committee for review. Members will have until 5 p.m. Nov. 2 to comment on the draft after which time the document will be sent to the Dean for consideration. Chair Gwen Barnes-Karol moved that the committee endorse the document as amended per discussion. Motion was seconded and carried unanimously.
4. New Business – No new business for the committee.
5. Other Business
 - a) Chair Gwen Barnes-Karol mentioned that the Faculty Governance Committee will present a slate to the full faculty for the final faculty position on the committee.
 - b) Jo Beld mentioned the annual award offered to institutions application to the Council for Higher Education Accreditation regarding assessment and student learning outcomes. The application creates an opportunity to review all that has been done thus far on our campus regarding assessment.
 - c) Chair Gwen Barnes-Karol mentioned that the committee is on the agenda for the next faculty meeting.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,
Maria Kelly
Secretary *pro tempore*