

Curriculum Committee Minutes Apr 18, 2006

Present: Kathleen Kreamelmeyer, Betsy Kirk, Walter Scott, Roberta Roswell, Gregory Weber (chair).

Absent: Alisa Clapp-Itnyre, Kumara Jayasuriya.

I. Approval of minutes of April 11

The minutes were approved as written.

II. Business entrepreneurship minor and courses

The revised proposal reinstates BUS W311 and adds BUS M301 (marketing), which are prerequisites for other required courses. It avoids the issue of how BUS W490 and W408 are different by requiring only W408. The Business Division might bring forward W490 at a later date.

The attending members unanimously (4-0) approved the revised minor proposal.

Members decided to have the BUS W408 ECAP form and syllabus reformatted to save space, and presented to the senate without any change of content.

III. What information should be on a syllabus for ECAP?

Discussion:

- Abbreviated syllabus, maximum of two pages.
- Omit learning objectives; they are already on the ECAP form.
- Show a connection or relationship to the campus learning objectives (does this mean on the ECAP?), which can be stated tersely, e.g., "depth".
- Textbook
- Course description including prerequisites
- Course outline (a list of topics or chapters in the intended order of coverage)

We should revise the ECAP instructions, post the information on the Senate website, and announce it.

IV. Transfer credit from two-year colleges: email status?

There has been no email discussion of this, and members are inclined to avoid stimulating any excitement.

V. Policy for combined graduate/undergraduate courses

A. Walter reported information from the University Graduate School bulletin, which requires "significantly more work" for graduate students. It lists several forms of extra work.

B. Betsy suggested adding to the list of extra work: additional projects.

C. Greg reported that John Cowling has taught mixed graduate/undergraduate courses elsewhere.

D. Kathleen said the Division of Education requires additional research-based assignments, resource packets, additional assignment, leadership role in class. (Resource packets means lesson plans and so forth.)

E. Betsy will draft a policy and send it to Greg. Greg will forward it to the committee if it seems reasonable. The goal is to approve this by email in time for the May senate meeting.

VI. Year-end report

Greg asked for advice about the year-end report, and learned that it is due in June (hardcopy and electronic) to Cathy or Markus, and should contain everything we've done this year.

Submitted by: Gregory D. Weber, 4/25/2006