

## **MINUTES OF THE CURRICULUM COMMITTEE**

January 18, 2008

Present: Ron Bingaman, Brenda Buckner, Jean Harper, Mary Ann Morse, Robert Ramsey, Suzi Shapiro. Absent: Jennifer Knuths (excused)

### **I. Minutes from 11-2-07 approved.**

### **II. Bachelor of Science in Communication Studies (New Degree Proposal)**

- a. Bob noted that Jerome had revised the proposal as recommended by the curriculum committee at its last meeting – including adding a section on assessment, and changing the general education requirement to comply with the requirements of the HFA/HSS Division.
- b. Jerome has met with TJ Rivard to receive guidance concerning HFA/HSS general education requirements.
- c. Jerome increased the BSS required courses from 9 to 12 credit hours to comply with the HFA/HSS Division’s general education requirements.
- d. Jerome increased the HFA required courses from 9 to 12 credit hours to comply with the HFA/HSS Division’s general education requirements.
- e. Jerome increased the NSM required courses from 9 to 12 credit hours to comply with the HFA/HSS Division’s general education requirements.
- f. Jerome made some corrections to typographical errors in the document.
- g. Bob noted that some typographical and grammar errors still existed in the document.
- h. Jean Harper said she would go over the document and correct the errors.
- i. Suzi suggested that the “Communication Studies” and “Telecommunications” courses could not be listed as fulfilling the HFA/HSS general education requirement because these courses are part of the major. These courses should be removed from the list of possible courses that can fulfill the HFA/HSS general education requirement.
- j. Bob said he would talk to Jerome about the suggestion.
- k. Suzi suggested that the requirement that students taking PSY K300 Statistics to fulfill the BSS general education requirements should be removed and used to fulfill the NSM general education requirement. Suzi also suggested that students be permitted to take any K300 Statistics course to fulfill the requirement rather than being restricted to PSY K300.

- l. Bob said he would talk to Jerome about the suggestion.
- m. Several committee members thought that some of the charts and the histogram used in the program assessment section of the document tended to confuse the reader and were not necessary for the proposal. The committee suggested that the “One Minute Paper” wording be eliminated as well as the matrixes and histogram on page 10 and 11 of the proposal.
- n. Bob said he would talk to Jerome about the suggestion.
- o. Attending committee members voted unanimously to forward the BSCS degree proposal to faculty senate if the suggested changes in i, k, and m (above) are made.

## **II. Elementary Composition I Honor’s Section (ENG H140)**

- a. Eddy Helton sent a memo to curriculum committee outlining the description and goals of the Elementary Composition I H140 Honors section that will be offered in the fall 2008 semester.
- b. Eddy wanted the memo to be used as an information item at faculty senate.
- c. Mary Ann asked if the description in the memo was the actual course description for the catalog.
- d. Bob said he didn’t know.
- e. In the memo Eddy stated “The course was activated on our campus many years ago and will now be integrated into SIS for use in fall 2008.”
- f. Bob said he looked for the course on the master course list & couldn’t find it.
- g. Committee decided to ask Eddy for more information before acting on her request.
- h. TJ Rivard called during the curriculum committee meeting and stated that the H140 had probably not been previously activated on the IU East campus and suggested that we table the proposal for now and revisit it in a future meeting.
- i. Attending committee members unanimously agreed to table the issue until more information is received.

### **III. Freshman Seminar**

- a. Bob noted that a preliminary report from Noel-Levitz recommends that a Freshman Seminar course be a “required” course for all new students.
- b. Curriculum committee is being asked for feedback regarding where freshman seminar should be housed, and what should be the content of the course.
- c. Bob circulated to committee members a summary of Larry Richards’s ideas concerning a Freshman Seminar course.
- d. Mary Ann suggested we think about the intersection of freshman seminar and learning communities.
- e. Suzi noted that such a course could complement or replace learning
- f. Suzi noted that someone would be needed to coordinate the freshman seminar course.
- g. Bob said he understood that Lee Ann Adams was being considered as coordinator.
- h. Mary Ann said she would talk to Lee Ann.
- i. Members suggested that a study skills component is critical.
- j. Several committee members expressed concerns about how the freshman seminar would be staffed.
- k. Suzi suggested that adjuncts should not be permitted to teach freshman seminar.
- l. Bob suggested that each member talk to faculty in their respective division to receive feedback concerning the pros and cons of a freshman seminar and what should be its content.
- m. It was noted that Business, Nursing, and Social Work are not represented on curriculum committee.
- n. Suzi agree to talk to the Nursing Division.
- o. Bob will talk to the Business and Social work Division.

**Next Curriculum Committee meeting set for Friday, February 8 at 1 p.m. in Room 338 Middlefork Hall.**

**Meeting adjourned**