

Curriculum Committee Meeting Minutes

Date: November 30, 2010

Time: 11:00 a.m. until 12:10 p.m.

Where: Tom Raper, Room 338

Attending: Mary Folkerth, Elliott Mc Kinley, Mort Seddighin, Paul Kriese, Teresa Henderson, Brenda Buckner (chair), Maureen Scane (chair)

I. Minutes- approved

II. Voting Items

A. New course request for Chem C 327 and Chem C 368

The new course request cannot be approved until adjustments for Line 29 and Section ES14 are completed on the CARMin forms.

B. School of Education Reading Minor

The new minor was unanimously approved and will be sent to the Agenda Committees as a voting item at the next faculty senate meeting.

C. School of Education Minor in Special Education: Mild Moderate Specialist

The new minor was unanimously approved and will be sent to the Agenda Committees as a voting item at the next faculty senate meeting.

D. HSS Bachelor of Arts in History

The new degree was unanimously approved and will be sent to the Agenda Committee as a voting item at the next faculty senate meeting.

III. Information Items

A. Proposed LEAP document

The document was reviewed and comments were positive. The committee members feel that the “Essential Learning Outcomes” are aligned with current pedagogy. Diversity is built into the framework. There is also an emphasis on *doing* and not just *thinking*. All members agreed that these proposed outcomes should not be a concern with the upcoming North Central accreditation visit.

B. CARMin

The streamlined process for CARMin was reviewed and the package for faculty is still a work- in-progress. Final revisions to the library form have been made. The routing process has been charted:

1. Faculty requesting course approval submits to the school dean with the library form approved. (Note: Match course content objectives to IUE Learning Objectives in parentheses in section ES14 in CARMin form.)
2. The dean disseminates the CARMin form to the school faculty.
3. If anything needs to be changed, it is resubmitted by the faculty member.
4. The course request is sent to Bloomington for a quick check... not final approval.

(48 hours).

5. The school approves the course request.
6. The course request is sent to the Curriculum Committee.
7. Electronic forms are sent to Faculty Senate President.
8. Chair(s) of the Curriculum Committee take hard copies to the Agenda Committee.
9. After Agenda Committee approval, Curriculum Committee Chair(s) send approved course request to the Faculty Senate President.
10. The course request is brought to the Faculty Senate for approval.
11. After Senate approval, the president sends course request is to the EVCC Academic Affairs .
12. Academic Affairs sends the course request to the Academic Leadership Council or Bloomington.

Brenda will develop an instruction sheet for CARMin and send it to members of the committee.

IV. Adjourn