

Minutes of the UUF Curriculum Committee Meeting of October 7, 2004
Room 352, Adelbert Hall, 11:30- 1 pm

Present: John Blackwell, Gary Chottiner, Steve Eppel, Christopher Flint (Chair), Tim Fogarty, Lynne Ford, Kathleen Horvath, Joyce Jentoft, Jim McGuffin-Cawley, Kathleen Montgomery, Sandy Piderit, Margaret Robinson, Betsy Short, and David Schiraldi
Invited guests: Peter Whiting,, Amy Hammett

Announcements:

John Blackwell agreed to be chair-elect.

The UUF Annual Meeting is October 14, in Ford Auditorium, at 11:30.

The UUF Executive Committee raised issues related to the UUFCC and governance, especially as it relates to managing transition issues with respect to SAGES. Lynne Ford will send information to the committee after the Executive Committee meeting.

The entire meeting was devoted to a discussion of SAGES.

Update on SAGES Activity- Peter Whiting, Gary Chottiner

The identification of leaders of SAGES seminars is in progress. A series of workshops are planned to help faculty understand what SAGES is and to provide information about critical best practices in areas such as optimization of the discussion format. Regular get-togethers for discussion of SAGES are also planned. This is particularly important with the time pressure for developing SAGES courses. For example, departments are expected to submit Capstone courses by December 1.

The writing portfolio evaluations and writing competency lists for the pilot groups are being submitted to Undergraduate Studies. Asked if any students had fallen short of writing portfolio expectations, Peter said that a few portfolios are under review by a second reader. The content and evaluation of the writing portfolio is still being optimized; it is anticipated that a streamlined writing portfolio will be evaluated next year. Discussion followed regarding possible strategies for identifying appropriate works for evaluation portfolio. Writing support for the students will be provided through the writing center, peer tutors and writing co-instructors. Future efforts will be devoted to provide the appropriate resources to foster development of writing skills in the students.

A discussion followed on the procedures for approving SAGES seminars. Given the time pressure for full implementation by next fall, the committee felt it was appropriate to streamline the approval process, but was unable to reach a consensus about the best approach. Peter Whiting argued strongly for continued involvement of the SAGES committee in the process, but provided assurance that the SAGES committee works to transform proposals into SAGES-appropriate form rather than to simply reject or approve proposals. A large number of SAGES seminars (50-60?) have to be added by next fall. Peter assured the UUFCC that this was a manageable amount of work for the SAGES committee.

The next issue related to the appropriate authority for approval of SAGES seminars upon full implementation. Currently the path of approval is from the faculty through the SAGES committee (interactively), through the curriculum committee of the College of Arts and Sciences, and then to the UUFCC. The concerns focused on which curriculum committee(s) should approve the SAGES seminars in full implementation, the impact various models would have on the success of the new programs, and how to broaden ownership while still streamlining the approval process. **OPTIONS WILL BE DEVELOPED AND PRESENTED TO THE UUFCC BY THE NEXT MEETING, FOR COMMITTEE ACTION.** Chair Chris Flint asked John Blackwell, Jim Cawley-McGuffin, Peter Whiting and others to email suggestions to him before the next meeting.

Capstone courses were the next topic of discussion. Not every major has to have a Capstone, but a capstone experience is required for graduation. One issue is whether every major has to have a capstone (no), since it doesn't necessarily fit in some programs. How are capstone experiences to be provided to students outside their major? Gary Chottiner is heading a committee that is working on the Capstone issues. He pointed out that the approval process for Capstone courses has been set up as from the departments to the school curriculum committee to SAGES (optional) to UUFCC. Kathleen Montgomery and Joyce Jentoft made and seconded a motion that the UUFCC follow SAGES (Task Force II) guidelines in providing approval for Capstones.

The final item of business was a review of three course action forms submitted by the WSOM. In summary: ECON 120 was returned to the department for modification; ECON 395 was approved as a new course but if it is to be approved as a capstone course, it must include that information so it was also returned to the department; MGMT 398 was also submitted as a capstone course and is similarly approved as a new course but returned to the department for modification.

The meeting adjourned at 1:00 p.m.

Respectfully submitted,
Joyce Jentoft