

UUF COMMITTEE ON CURRICULUM (UUFCC)

THURSDAY, SEPTEMBER 11, 2008
11:30 AM - 1:00 PM
ADELBERT HALL, ROOM 351

MINUTES

ATTENDANCE

Catherine Albers
John Blackwell
Gary Deimling
Donald Feke
Emily Garvey

Julia Grant
Marshall Leitman
Jennifer Lhotsky
Marilyn Lotus
Joseph Mansour

Vasu Ramanujam
Jane Suresky
Peter Whiting
Jeffrey Wolcowitz

UNABLE TO ATTEND

Amy Hammett
Gennifer Gibbs

Jill Korbin
Mano Singham

Patrick Crago

The meeting was called to order at 11:30 a.m. by Donald Feke, Vice Provost for Undergraduate Education.

1. WELCOME AND INTRODUCTIONS

The members introduced themselves and stated the school/department that they represent at the university.

2. REVIEW OF THE RESPONSIBILITIES OF THE CURRICULUM COMMITTEE

Vice Provost Don Feke distributed to the members the UUF Bylaws section regarding the Committee on Curriculum (section V-C, pgs. 7-9). This section of the bylaws guides the committee regarding their representation, committee's charge, and the procedures the members are to follow regarding undergraduate curriculum matters.

3. ELECTION OF THE CHAIR

The Chair of the Committee is elected by the regular members of the UUFCC and the nominees for this year were: 1) Gary Deimling, a returning member to the committee and 2) Marshall Leitman, a new member to the committee. A ballot vote was conducted of the regular members in attendance and elected Gary Deimling as chair for the 08-09 academic year.

4. COMMITTEE VACANCIES

An updated 08-09 UUFCC membership list had been sent as an attachment with the agenda. The vacancies at the time of this meeting are as follows:

UUF COMMITTEE ON CURRICULUM (UUFCC)

- 1) Case School of Engineering
- 2) School of Medicine
- 3) Undergraduate Student Representative

Notifications have been sent to the respective constituent and the Undergraduate Student Government regarding these vacancies.

5. REVIEW OF COURSE /PROGRAM ACTION PROPOSAL (TENTATIVE ITEM)

Jeff Wolcowitz, Dean of Undergraduate Studies, distributed to the members the Program and Course Action Forms for review. Dean Wolcowitz discussed there are three categories regarding program and course action forms:

- 1) Actions that affect a single school and can be assumed to be approved
- 2) Actions that involve more than one school
- 3) Actions that affect the general education requirements of the university

Listed below are the items reviewed, items were included whether just for informational purposes or due to substantive change that could have an effect on undergraduate education. All items presented passed favorably.

Program Actions

CAS

Anthropology (reduction in credit hours for major)

Film Minor (new)

Women's Studies (second major change to regular major)

CSE

Computer Gaming Minor (new)

Course Actions

CAS

Dynamical Models for Biology and Medicine (grad course w/undergrad pre-reqs)

Applied Probability and Stochastic Processes for Biology (add cross-list as PHOL 419 & EBME 419, new description)

CSE

Fluid Mechanics for Chemical Systems (new)

Heat and Mass Transfer for Chemical Systems (new)

Bioinformatics in Practice (new)

Special Topics in Mechanical and Aerospace Engineering (offered both semesters)

Senior Project (title change)

Advance Independent Laboratory Research/Design (title change)

UUF COMMITTEE ON CURRICULUM (UUFCC)

6. OLD BUSINESS

a) CSE motion on SAGES

The committee was updated regarding the CSE motion on SAGES. The DRAFT minutes from the UUF Spring Meeting May 1, 2008 were reviewed. Those in attendance at the spring meeting felt the CSE motion could have a dramatic impact to the SAGES program and that more discussion would be needed. The CSE proposal is suggesting to modify SAGES by allowing the University Seminars to become optional and to be replaced with 2 Humanities and Social Sciences courses. Schools are being asked to respond to the UUFCC by December 19, 2008. The UUFCC will report to the UUF Executive Committee by February 1, 2009. The CSE modification will be placed again on the UUF agenda by March 1, 2009.

b) Certificate Programs

The topic came up last academic year because of a PAF from Anthropology. CWRU has one certificate program but many programs that are continuing education programs that are not actual “degree” programs. However, the Board of Regents require report all requires the reporting of these programs and this committee may want to review potential guidelines and standardizations for these programs and the differential between certificate programs and CE programs.

7. NEW BUSINESS

a) Proposed Faculty Senate Committee on Undergraduate Education

There was an ad hoc committee of the Faculty Senate that has outlined a proposal to make the UUF a standing committee within the Faculty Senate. The proposal will be brought before the full Senate September 24, 2008. The UUFCC will obtain this report prior to the next meeting so that a discussion and feedback can occur and communicated to the Faculty Senate.

b) Other items

Chair Deimling would like to establish an online system where meeting materials, such as the PAFs and CAFs, would be available to review prior to the meetings. A process will be looked into and hopefully available before the next UUFCC meeting.

The meeting adjourned @ 12:55 p.m.
Minutes by Jennifer Lhotsky.

NEXT MEETING:

THURSDAY, October 16, 2008

11:30 a.m.-1:00 p.m.

Adelbert Hall, Room 102