

## **Curriculum Council     11/21/24**

Attendees: Amy Winn, Sally Boutelle, Maureen Bell-Werner, Effie Hortis, Matt Schunke, Naria Prats, Suranjan Weeraratne, Marcus Agustin, Mary Kaemmerer, Mary Ettling, Stephen Duda, Kamran Shavezipur, Joaquin Florido Berrocal.

Minutes from October: One correction for name spelling. Other than that, no changes. Motion to approve: 1<sup>st</sup> was Steven. 2<sup>nd</sup> Suranjan. October minutes approved.

### **REPORTS**

UG Programs. Kamran sent email a while back to get approvals. He needs feedback and responses.

Course committee: also needs responses, if applicable.

Gen Ed Committee: Matt met with the committee today and he will follow up.

Appeals Committee: No Appeals

### **OFFICE UPDATES**

Registrar: Fall 2025 courses will be published in January.

Advising: Started meeting with first year and transfer students prior to their orientation and starting in January. January 8<sup>th</sup> is international orientation.

Ed Outreach: no report

### **UNFINISHED BUSINESS**

Changing the time to 2pm is proposed start time for CC. May only affect one person. Steven motions that Spring 2025 starts at 2pm instead of 2:30pm. Kamran 2<sup>nd</sup>. Motion carries. Keep in mind that for program reviews, we might have to front load them so faculty can get to their 3:30 classes.

Operating papers change to remove ASPSSC – Amy made changes to the operating papers to reflect this removal. You will see in the document there are some previously changed (and approved) items that haven't yet made it to faculty senate for final approval. These new changes are in section D of the List of Committees. Section 3A was revised to include a statement about the duties of ASPSSC has been absorbed by the full committee so ASPSSC is no longer needed. If these are approved, all these changes in the document will go to full senate for a first and second read.

Maureen brought attention to the section IV on Meetings where it specifically says the meeting will start at 2:30. Suggested to add a statement to say, *"2:30 (or other agreed upon time)."*

Other slight adjustments made for the subcommittees to mention faculty members on each committee have one year term, versus committee members serve one term.

Motion carries to send the revisions on operating papers to go for full Senate review.

### **NEW BUSINESS**

**1C1** – needs to be reviewed by CC because of recent changes by the Registrar Office. Changes to scheduling and how classrooms are used. Approval needed by CC before they are sent to Grad Council and possibly ERP. Full Senate review will need review eventually, possibly April or May. Added wording for how many classrooms can be scheduled by the same department on the same day/time and during prime time. This attempts to span the times and days to offer courses to students so they can create their schedule without time conflicts and get the courses they need. The other change reflected is allowing classes to be scheduled on Wednesday and Friday afternoons, which previously needed provost courses. Sentence added to help clarify that courses that would normally meet during an instructional week of the term, cannot schedule an additional in-person/synchronous meeting time.

Feedback and questions

1. Is this for just on ground classes or does it include synchronous courses and/or asynchronous.
2. What is the smallest department and would this negatively impact a dept that has very few courses.
3. For special cases there could be added wording to give flexibility of exceptions being approved by Provost or his/her designee.

All these changes were discussed and revisions made with feedback from the committee. Kamran motions to accept changes. Suranjan 2nds. Motion carries.

**1Q8** – Changes in wording to revise deadlines for course changes. Previously listed as deadline at January 3 and proposed now to March 15. A concern was shared about coordination with Advising because of impact on course registration. Motion by Kamran. Marcus 2nds. Motion carries. This will now go to Full Senate review.

No December meeting, barring any emergencies.

Kamran motions to adjourn. Someone 2<sup>nd</sup>.