SIUE Faculty Senate Curriculum Council
Approved Meeting Minutes
20 - October 2011
International Room, Morris University Center


Excused: John Brandon, Ryan Fries, Greg Littmann, Daniel Mead

1. **Minutes Approved**: Minutes from September 15, 2011 meeting were approved with changes from a motion by Wrobbel with a second from Willmott.

2. **Reports**:  
   a. **Standing Committees and Operations**  
      i. **Undergraduate Programs Committee**- Eva Ferguson presented form 91A UPC approvals: ENR-11-02, ENR 11-03, ENR 11-04, CAS 10-101, CAS 10-94, CAS 10-120, SOE 11-736, and CAS 11-11. Clarification was provided on the processes (form 91a is held until all courses are approved).

      Motion to approve by Thomeczek and second by Gaehle.

      Open discussion about interdisciplinary programs and a lack of consistency, process, and leadership for creating programs. Consensus to move discussion to new business.

      Clarification: Departmental name changes should move through the Rules and Procedures committee. Curriculum Council only approves curriculum.

      ii. **Undergraduate Courses Committee**- Kay Gaehle distributed the CC report of approved and pending courses on three inventory lists.

      Motion to approve by Willmott and second by Ferguson.

      Discussion regarding timing of course and program offerings. Scott and Laura offered clarification that official catalog changes are made annually and courses may be offered earlier if they expand options for students. Prerequisite and other program changes are held for the yearly update. It is suggested that the timeline and procedures for offering new programs be clarified. Consensus to move discussion as a new business item.

      Discussion regarding inconsistencies among syllabi. AQIP is working on a process but curriculum council is only evaluating goals, objectives and assessment
measures. AQIP will continue to work on a more consistent approach to syllabi development.

iii. General Education- Zenia Agustin presented a list of fast-tracked courses approved by the Lincoln Program Designations Committee (LPDC).

Committee accepts LPDC as presented.

iv. Academic Standards and Policies Committee- Susan reported for Ryan Fries: “The Academic Standards and Policies Committee has completed a review of nearby institutions and their grading practices, finished a literature review, and developed the draft surveys. Draft surveys will go out to the council members for feedback to Ryan via email (MS revisions mode is preferable). We aimed to keep the surveys brief and focused and plan to launch them in early November through Blackboard.”

v. Assessment Committee- Denise Cobb reported success of the Continuous Improvement Conference October 7, 2011. There was no committee meeting in October due to the conference.

vi. Graduation Appeals Committee- No report

b. Additional Reports:

i. Enrollment Management: Scott reported on the new admissions standards. Sixty-six students have been asked to provide a writing sample. Information on the new standards was shared with high school counselors with no negative feedback reported. EM purchased approximately 60,000 additional student names from College Board effectively covering IL. The number of admitted students with a 23+ ACT has increased since this time last year.

ii. Registrar: Registration opened this week. Requests for summer and fall 2012 course schedules have been made. The office is adding attributes for Lincoln Program designations as they are approved and updating a link on the Registrar’s website.

iii. Educational Outreach: no report

iv. Academic Advising: Registration is going well and advisors are booked for appointments several weeks in advance. The addition of a flag to indicate whether a student is financially cleared has been added and it is hoped this will reduce the number of non-payment cancellations.

v. Instructional Services: The Summer Bridge literature is revised and updated. The program is designed for students with an ACT of 18-20. It
is a voluntary program and besides the inherent benefits, students are also able to enjoy the summer tuition benefit.

3. **Unfinished Business**
   a. Blackboard access for standing committees has changed to incorporate a limited view for non-standing committee members. Everyone can still access the general information and issues/questions should be addressed to the chair.

   b. Laura provided information regarding pass rates for foundations courses to add to the recommendation from the Bridge Implementation Committee to consider requiring a grade of “C” or better in the five foundations courses. An additional spreadsheet indicated high filled section percentages. Laura also added that the Illinois Articulation Initiative (IAI) binds the university to accept grades of “D” in the foundations courses for transfer students. Given the IAI information and compelling data regarding course capacity and space, Tucker-Loewe called for a vote of the original recommendation to accept the proposal to require a grade of “C” or better in all foundation courses.

   None in favor; all opposed. Motion fails.

4. **New Business**
   Sue suggested that new business items including interdisciplinary courses, timing of curriculum changes, as well as any other new business be tabled for the next meeting.

5. **Adjourn**
   Jordan made a motion to adjourn and Gaehle seconded. Meeting adjourned at 4:25 pm.