Members Present: Susan Wiediger (chair), Zenia Agustin, Lenora Anop, Denise Cobb, Mary Ettling, Eva Ferguson, Ryan Fries, Kay Gaehle, Bryan Jack, Tom Jordan, Stacie Kirk, Greg Littmann, Yvonne Mitkos, Laura Strom, Melissa Thomeczek, Cheryle Tucker-Loewe and E. Duff Wrobbel

Excused: Scott Belobradjdic, Riza Demirer, Chris Foster

1. Announcements:
   a. Anne Flaherty and Matthew Schunke were approved as General Education Committee members by the Faculty Senate (4 Oct 2012). Larry LaFond was not approved.
   b. Lincoln Program Implementation Advisory Committee document was read at the Faculty Senate meeting (4 Oct 2012). Modifications to add an LIS representative were made. Second read (as action item) will be at 1 November meeting.
   c. 2012-2013 student representatives are Chris Foster and Stephanie Sandifer.
   d. Guidance regarding access to Sharepoint documents via VPN connection was offered.
   e. Discussion regarding logistics of (a) public notification of meetings and (b) posting of agenda and minutes to comply with the Open Meetings Act.

2. Minutes Approved: Minutes from September 20, 2012 meeting were approved with changes. Motion by Wrobbel, seconded by Thomeczek.

3. Reports
   a. Standing Committees
      i. Undergraduate Programs Committee – Eva Ferguson recommended approval for CAS 10-44 and ENR 11-14 (with discussion regarding availability of elective course lists to students); see attached report. The committee accepted the approvals to begin in Fall 2013. Discussion regarding clarification of the goals of UPC in evaluating individual courses and concern over the number of reviews that can successfully be completed within a reasonable timeframe.
      ii. Undergraduate Courses Committee – See attached report. Report was accepted by the committee
      iii. General Education Committee – Form 90 report is forthcoming; the committee is engaged in other related work including evaluation of New Freshman Seminar courses and proposals for experience credit (specifically health experience credit for non-course related activities). The committee recommended nomination of Emmanuel Eneyo to the GEC. Report was accepted by the committee.
         Additional discussion regarding the role of the Lincoln Program Implementation Advisory Committee.
      iv. Academic Standards and Policies Committee – See attached report. Report was accepted by the committee.
v. **Assessment Committee** – Overview of the Continuous Improvement Conference and the upcoming call for proposals.

University Quality Council (UQC) has approved a charge to form an AQIP committee focused on developing a comprehensive general education assessment plan as specified by the Lincoln Plan. A draft of the document was shared and will be presented to Faculty Senate Executive Committee (FSEC) and then the Faculty Senate.

vi. **Graduation Appeals Committee** - No report

b. **Additional Reports**
   i. **Enrollment Management** - No report
   ii. **Registrar** – First week of Spring 2013 registration; office is working on catalog edits for 2013-14 for final approval in January 2013.
   iii. **Educational Outreach** – No report
   iv. **Academic Advising** – No report
   v. **Instructional Services** - Highlighted the speech center and work with Retention Office.

4. **Business**

   a. **Director of Assessment: Search Advisory Committee** - See attached list of potential search committee members. Each was deemed acceptable for this committee and agreed to serve if selected. While the operating papers specify a committee of five, the Provost requested CC consider a six member committee to make the group more comprehensive.

   The committee discussed preference for an odd number of members. Ryan Fries made a motion to approve an increase in the DirAssess search committee size up to seven members. Yvonne Mitkos seconded. Motion passed.

   b. **General Education Committee Operating Papers revision** - Discussion regarding the proposed change and the intent to seek the expertise of the CAS member most directly involved with scheduling the majority of general education courses. Eva Ferguson made a motion to accept the revision as written. Stacie Kirk seconded. Motion passed.

   c. **Policy 1E1e revision** - Tabled until November meeting

   d. **Syllabus Guidance** - This item is moved to the ASP committee for further review and recommendations.

5. **Adjourn**

Meeting adjourned at 4:35 pm from a motion by E. Duff Wrobble and a second by Ryan Fries.

Attachments:
UPC Report
UCC Report
ASP Report
Gen Ed memo and operating papers revision
Director of Assessment Search Advisory Committee shortlist
To: Curriculum Council  
Date: October 16, 2012  
From: UPC, Chair, E. D. Ferguson  
Re: Recommendation of approval of CAS 10-44, Math & Stats, and ENR 11-14, Mechanical Engineering, at Oct. 18th CC meeting.

Because Physics changed some of its courses and course numberings, Mathematics majors found it difficult to meet certain course requirements set by the Department of Mathematics & Statistics. Therefore, the department changed its previous requirements. It deleted the requirements for 300-level courses in other departments (physics, chemistry, biology, computer science) and, instead of the previous requirement of 9 hours in other departments, it now seeks to require  
“12 hours of mathematics, statistics, operations research, courses from the School of Engineering, biology, chemistry, or physics at the 200 level or above.” Moreover, for Engineering this means “any course from the School of Engineering” The catalog description on p.124 describes the change.

There were no changes in requirements in other courses or in other respects.  
UPC approves the Change of Requirements sought in CAS 10-44.

2. ENR 11-14, Mechanical Engineering, Change of Requirements  
The Department sought to ‘change one ME elective to Engineering Elective to be chosen from a list of approved engineering courses.” The department had requested dropping ME 345, and that was approved, so Form 91A requested a catalog change as follows: “Engineering Elective (3 hours, check the engineering Advisory Office for a list of approved engineering course that satisfy this requirement.”

UPC had questioned this, in part because it seemed that students should know in advance what courses filled the IME 345 requirement. The Department Chairperson replied to this as follows:

“The department has the vision to have a list of engineering courses that are approved by the department that satisfies the requirement of engineering elective. This list may be updated from time to time by the faculty, and this list will be maintained in the department and engineering advisor’s office, and will be communicated to the ME students. Currently approved list include the following: IME 345 (which was initially cross listed with ME 345, but ME 345 has been eliminated recently by a request submitted simultaneously with this request), IME 370, and IME 482. This has also been the practice of ME electives: the department and the engineering advisor’s office maintains a list of acceptable ME electives.”

UPC accepts that the courses satisfying the engineering elective are adequately clear for students, and that the change of requirement is acceptable.

In the original Form 91A the starting date was requested as Spring 2012. The Department now requests the starting date as Spring 2013.  
UPC approves the Change of Requirement in ENR 11-14 and to start in Spring 2013.
### UCC Report of Approved Courses, October 2012

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<td>SPC 312</td>
<td>Public Relations Theory and Application</td>
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<td>ANTH 365</td>
<td>Human Origins</td>
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To: Curriculum Council

From: Ryan Fries, Academic Standards and Policies

Regarding: Nominations to the Admissions Review Committee

Date: October 18, 2012

In response to the request for nominees to the SIUE Admissions Review Committee, the Academic Standards and Policies Committee nominated the following faculty members.

- Yuping Zeng, School of Business
- Igor Crk, School of Engineering
- Elizabeth Moreton, Libraries
October 15, 2012

To: Curriculum Council

From: Thomas Jordan, Chair of General Education Committee

Re: Proposed Amendment to Curriculum Council operating papers

This memo introduces a proposed change to the composition of the General Education Committee. The Gen Ed committee, as you know, is made up of both voting and non-voting members. Because of their expertise in a variety of areas, the non-voting members are critical to the committee’s functioning, often providing critical information which informs our deliberations and decision making.

Currently, however, the Associate Dean of CAS that schedules the vast majority of general education courses is not part of the committee membership. Because this person possesses valuable knowledge directly related to our business, I propose that the operating papers be amended to add the Associate Dean of CAS for scheduling to the list of non-voting, advisory committee members. [Please see proposed change in “Track Changes” version of operating papers.]

[relevant page from operating papers excerpted on following page]
C. The General Education Committee

1. The voting members of the Committee shall be as follows: Nine faculty members, four from CAS, one from each of the other schools with a baccalaureate program, and one faculty member from Library and Information Services (staggered three-year terms). Two undergraduate students (one-year term), appointed by the Student Senate. The Director of General Education (or his/her designated representative).

2. The non-voting members of the Committee (with indefinite terms) shall be as follows: the Provost and Vice Chancellor for Academic Affairs (or his/her delegated representative), the Director of Academic Advising (or his/her delegated representative), the University Registrar (or his/her delegated representative), the Director of Assessment (or his/her delegated representative), the Associate Dean of CAS in charge of scheduling.

3. The method of selection of the faculty members of the Committee shall be as follows:

   a. During the Spring term, the Dean of each School or College will appoint the required number of members and alternates.

   b. The candidates shall be presented for confirmation by the Curriculum Council and the Senate at their April meetings.

   c. For all faculty members, service on General Education Committee is for a three-year term commencing August 15th. Vacancies created in the middle of a term by resignation or inability to serve shall be filled by appointment of one of the designated alternates of the General Education Committee by the Chair of the General Education Committee until the following Spring Semester, at which time the vacancy shall be filled according to the procedure in 3. a.

4. During the Spring term, a voting member on the General Education Committee shall be designated Chair by the President of the Faculty Senate and the Chair of the Curriculum Council (whose terms begin in April of that Spring term). This selection shall be presented for confirmation by the Curriculum Council and the Senate at the same time as the slate of proposed new members of the General Education Committee. The Chair shall serve for one year and may succeed him/herself twice.

5. In meetings of the General Education Committee, the Chair shall only vote in case of a tie. The responsibilities of the Chair shall be as follows:

   a. To serve as the official representative of General Education Committee as a voting member of the Curriculum Council;
Current (15 October 2012) shortlist for members of Director of Assessment Search Committee (alphabetical by last name)

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<tr>
<th>Name</th>
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<td>Tom Foster</td>
<td>tfoster</td>
<td>Assoc. Prof.</td>
<td>Physics</td>
<td>CAS</td>
<td>Former Curr. Council chair</td>
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<td>Joel Hardman</td>
<td>jhardma</td>
<td>Prof.</td>
<td>English L&amp;L</td>
<td>CAS</td>
<td>CoA chair Former FS pres.</td>
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<td>Bryan Jack</td>
<td>bjack</td>
<td>Asst. Prof.</td>
<td>Hist. Studies</td>
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<td>Curriculum Council</td>
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<td>Lydia Jackson</td>
<td>ljackso</td>
<td>Assoc. Prof.</td>
<td>Research Commons</td>
<td>LIS</td>
<td>General Education Comm. Member Acting Director, Research Commons</td>
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<td>Andrzej (Andy) Lozowski</td>
<td>alozows</td>
<td>Assoc. Prof.</td>
<td>Elec. &amp; Comp. Eng.</td>
<td>Engineering</td>
<td>Member, Stud. Eval. Teach. TF Former u.g. program review chair</td>
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<td>Jo Ellen Moore</td>
<td>joemoor</td>
<td>Prof.</td>
<td>Comp. Manag. &amp; Info. Sys.</td>
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<td>Ken Witt</td>
<td>kwitt</td>
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<td>Pharmacy</td>
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<td>Former Grad Programs member Former u.g. program review chair</td>
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