SIUE Faculty Senate Curriculum Council
Meeting Minutes
17 September 2015, 2:30
International Room, MUC

Participants
Members: Jeffrey Sabby (Chair), Nancy Lutz (for Aminata Cairo), Susanne James, Sorin Nastasia, Hoo Sang Ko, Gerald O’Brien, Ben Webb (for Dayna Henry), Jason Williams, David Kauzlarich, Ram Madupalli, Liza Cummings (absent)

Student Senate Members: Luke Buettner (absent), Alexandra Hurley
Ex-Officio Members: Scott Belobrajdic (absent), Laura Strom, Mary Ettling, Cheryle Tucker, Yvonne Mitkos, Erin Behnen (excused), Zenia Agustin, Matthew Schunke, Eric Ruckh (excused)

Meeting started at 2:30 PM.
Agenda and accompanying materials were distributed to the participants.

1. Announcements
   a. Jeffrey Sabby was confirmed as chair of the Curriculum Council at the 7 May Faculty Senate meeting and then again at the 3 September Faculty Senate meeting.
   b. At Faculty Senate Executive Committee on 27 August 2015, all returning Curriculum Council Faculty Senators were re-appointed to Curriculum Council (Hoo Sang Ko, Lenora Anop, Gerald O’Brien, Aminata Cairo, Susanne James, Sorin Nastasia, Jason Williams, and Ram Madupalli; new Faculty Senators serving on Curriculum Council are Nancy Lutz (Aminata Cairo substitute), Benjamin Webb (Dayna Henry substitute) and David Kauzlarich,
   c. 2015-2016 student representatives are Luke Buettner and Alexandra Hurley.
   d. All Curriculum Council members need to complete Open Meetings Act training at http://foia.illattorneygeneral.net/electronic_foia_training.aspx. New Council members have 90 days. Following successful completion of OMA training, please forward a copy of the .pdf file to Vicki Kruse (vkruse@siue.edu). Nancy Lutz volunteered to serve as the designee for CC.
   e. Undergraduate programs with full Program Review this year: Economics, Foreign Languages, Accountancy, Business Administration, Economics and Finance, CMIS, Curriculum and Instruction: Early Childhood, Curriculum and Instruction: Elementary Education, and Special Education (9 total).
      i) Director of Assessment/Provost Office (FSCC Working Papers)
      ii) Policy 1C1
      iii) Crosslisting/Levels
      iv) Teacher Education Programs (How UPC and UCC handle)
      v) Fast Tracking or Expedite CC Review of Courses and Programs, New Software, New Reality?
      vi) SIUE Honors Program might look like (Work with Eric Ruckh)

2. Election (Appointment) of Secretary.
   • Ben Webb volunteered to serve as Secretary for the Fall semester and Gerald O’Brien volunteered to serve as Secretary for the Spring semester.

3. Consideration of Minutes
   a. Minutes from April 16, 2015 were approved with no objections or corrections.

4. FSCC AY 14/15 Final Reports
   a. Standing Committees and Operations
      i. Undergraduate Programs Committee
         a. No report.
      ii. Undergraduate Courses Committee
         a. Hoo Sang Ko reported that they have reviewed 4 requests from Physics
         b. Matt Schunke reported that they are working with Engineering to include RA102 (?) into the curriculum. Also working to include Engineering Ethics (PHIL 323). The committee is working with Engineering to incorporate the RA101 curriculum into
Engineering Ethics (EE); the goal is to create an EE course that would count as the RA101 requirement. (Amended by Ben Webb on 11/30/2015)

iv. Academic Standards and Policies Committee
   a. No Report.

v. Committee on Assessment
   a. Jeff indicated the report had been sent to him.

vi. Graduation Appeals Committee
   a. No Report

b. Additional Reports
   i. Enrollment Management – No Report

   ii. Registrar – Laura Strom reported that summer 2016 schedules are due by 9/28 and that fall 2016 solicits will go out shortly thereafter (possibly 9/29). Laura informed the group that on August 13, 2015, PA 99-0358 was passed into law which requires all institutions of higher education in Illinois to grant college credits for any AP class in which the student achieved a score of 3 or higher. Each institution and/or department within the institution must decide where the 3 credit hours will be assigned (electives, general ed, or core classes). These new acceptance practices must be in place by the 2016-2017 academic year.

   iii. Educational Outreach - Mary Ettling reported that the Office of Educational Outreach will be changing its name, but a new name has not been decided on yet. The credit and non-credit staff are splitting into separate entities and IT is moving [did not catch where to].

   iv. Academic Advising – Cheryle Tucker reported that they have been working with the Honors Council. They will be or are holding academic success sessions and plan to hold a workshop on serving student veterans.

   v. Instructional Service – Yvonne Mitkos reported that they have new Saturday hours from 9:00 AM – 1:00 PM for the writing center and student resource center.

   vi. Assessment – Denise Cobb will no longer be attending. Erin Behnen will attend in her stead. No report.

5. FSCC Subcommittee Member Selection
   a. Standing Committees and Operations
      i. Undergraduate Programs Committee
         a. Gerald O’Brien (non-CAS) and Sorin Nastasia (CAS) will co-chair

      ii. Undergraduate Courses Committee
         a. Hoo Sang Ko will continue as chair. Jake Williams and Nancy Lutz will serve on the committee.

      iii. General Education Committee
         a. Appoint Member(s) – requires a different process

      iv. Academic Standards and Policies Committee
         a. Ram Madupalli will chair and David Kauzlarich will serve on the committee.

      v. Committee on Assessment
         a. Appoint Member(s) – still need members

    vii. Graduation Appeals Committee
         a. Laura Strom will serve on this committee.

All committee chairs that need more members are to let Jeff know as he can seek out members from the list Tom
Foster compiled of faculty interested in serving on sub-committees. Please send your list of members to Jeff as soon as they are complete.

6. New Business
   a. Discussion of the following Topics
      i. Director of Assessment/Provost Office (FSCC Working Papers) – At the last Faculty Senate meeting there was a discussion about who the new Director of Assessment would be, whether the title of the position needed to be changed, or whether the position should be eliminated from the CC operating papers. Jeff will speak with Erin Behnen about whether the position will ever be filled or if it needs to be changed. He will inform the committee of what he learns and asked for a vote to table this item until for the time being. It was unanimously decided to table the item (yes = 16, no = 0, abstention = 0). Note: This vote occurred after one of the members who were late arrived, hence the discrepancy in numbers with the other vote.

   ii. Policy 1C1
       i. 1 week 3cr courses – This was rejected by the Faculty Senate.

       ii. Cross-listing/Levels – Things that need to be clarified on this item are what the definition of a class will be and what the distinction between undergraduate and graduate courses will be. Jeff has met with Jerry Weinberg, Denise Cobb, and Susan Morgan about this. The last time levels were decided upon was 2005 (e.g., 300, 400, and 500 level courses). Jeff will share the resource he has on levels on sharepoint.

       iii. Teacher Education Programs (How UPC and UCC handle) – These are reviewed by the state and there was brief discussion about whether the UPC and UCC could conduct their review at the same time as the state.

       iv. Formation of a Task Force (Need two FSCC committee members) – This item is related to item ii above on cross-listing. Jeff suggested a university-wide committee be formed in which FSCC would appoint a liaison. There was discussion about what the next step in ratification would be as Graduate Council has already approved a measure related to cross-listing. Laura Strom indicated that the next step should be ratification by the FSCC and then it should move on to FS for a vote. The policy passed at Graduate Council will be added as an agenda item for discussion at the next FSCC meeting. Laura indicated there still needs to be discussion about online vs. hybrid classes, levels, and other items as the policy from Graduate Council only addresses cross-listing.

       iii. Fast Tracking or Expedite CC Review of Courses and Programs, New Software, New Reality? – There is an ongoing perception that FSCC is not moving fast enough on reviewing proposed course and program changes. As it stands, Jeff is on the phone with program directors on a bi-weekly basis asking him for updates. Zenia mentioned that new department chairs need to be made aware that they can access a spreadsheet that shows them where to find in what step a review is so they do not have to email or call Jeff all the time. Jeff mentioned the possibility of piloting a process that fast-tracks course review. He also suggested that FSCC consider setting deadlines for requests for changes to be submitted. Laura indicated that all changes need to be in by January. There was discussion about the need for an automated process for requesting course or program changes to help streamline the process.

       iv. SIUE Honors Program might look like (Work with Eric Ruckh) – Tabled. Jeff said that Eric can attend the meetings to provide updates as needed.

       v. General Education Committee – Jeff asked for a vote to approve Carole Sullivan as a new member of the GEC. The vote was unanimous in favor of approving her appointment (yes = 15, no = 0, abstention = 0).

7. Public

   • A side note to this item was that Jeff told the FSCC that the FS Executive Committee was holding an emergency meeting for which the agenda is forthcoming. The purpose of the meeting will be to discuss the
current budget issues and how they are affecting faculty (e.g., health insurance). They plan to bring ideas to
the next full FS meeting for the purpose of drafting a letter to send to the Board of Trustees (?).

- A question was asked as to whether the SIUe FS could connect with other FSs in the state. Jeff said that we
can and do communicate with other schools within the state university system. This sparked discussion
about the possibility of drafting a system-wide letter.

8. Adjourn – Motion to adjourn was made by Zenia and seconded by Gerald. Meeting adjourned at 3:38 PM.