Members Present: Laurie Rice (Chair), Jane Barrow, Kathryn Brady, Stacey Brown Amilian (secretary), Lakesha Butler (absent), Igor Crk, John Foster, Debra Jenkins, Erik Krag, Faith Liebl, Brad Reed (absent), Debbie Mann

Student Senate Members: Hannah Coleman (absent) and Jonathan Adeniyi (absent)

Ex-Officio Members: Chris Leopold (excused), Laura Strom, Mary Ettling (absent), Maureen Bell-Werner (excused), Brenda Klostermann, Zenia Agustin, Matt Schunke, Jessica Harris (excused), Chad Verbais (excused), Erik Ruckh (absent)

1. Call to order
   a. Called at 2:30
2. Program Reviews (College of Arts and Sciences. Dean Gregory Budzban and Associate Dean Jean Rehg).
   a. 2:30 Chemistry (Chair Leah O’Brien, Chemistry Student Assessment Committee Eric Voss, Program Review Team Chair Mingshao Zhang)
      i. Excellent program among all four program reviewers; strong faculty in research and teaching; close relationship between students and faculty regarding advising, even though there are still some issues with CAS Advising; nice assessment procedures; biggest issue is the calculus prerequisite and TA selection; the program review team understands the issues with budgets and software/equipment, but understands the department are doing the best they can with what they have
      ii. Response from Leah O’Brien and Eric Voss; we appreciate the work from the program review committee and all the suggestions were reasonable; we can always reach out to advisors as well as industry partners; we are concerned about underrepresented minorities and wanting to teach for inclusiveness at a greater level. The Provost has initiated two courses (CHEM 120a and 241a) to be taught with fewer students. These students will likely be pulled from the SOAR program. This will help relieve some of the bottlenecks that occur and again the aim is to increase minority populations and we feel excited about the opportunity
      iii. Response from Dean Budzban – great deal of positives in this report; Chemistry has done a good job with partnering with alumni and industry, but there is always room for improvement; CAS advising has improved and most students have had positive responses; recommendation 5 with training of TAs is an issue and opportunity across the college or university to provide a more system-wide training program for TAs; we understand the issues with equipment, but we work to utilize any end-of-year money to help with these issues. In general, this is a strong department and the recommendations are realistic and can be addressed.
     iv. Questions from the Council:
      1. Are concepts of calculus not covered or not understood? Lot of time is that it is not understood/retained, three could be a boot camp in calculus and how to recall the use of it; in the beginning it is a retention issue (could be 2-5 years since taking the calculus course).
2. TA issue: we get lucky if we have a graduate student at the same level for two years; weekly meetings take place with TAs in the general chemistry, but upper level labs tend to also have the faculty member present. It is a difficult task because there are multiple experiments and multiple equipment to learn, not sure a TA could handle all those at once.

3. Is it difficult to cover all the courses that you need? We have a good group of call staff, but hard to find advanced chemistry teachers that can teach well. We get a variety of applicants for the Open Lecturer position, but it is difficult to manage the expertise and need.

b. Letter is sent to the Provost from the Council:
   i. Comments for the letter: proactive in helping support their students, the variety of support is commendable. They did a nice job with response to previous program reviews. We appreciate the willingness to develop the calculus boot camp. The Graduate School needs to address some of these systematic issues with TA issues and make the solution not solely on department. The TA issue is not unique to Chemistry.
   ii. Enrollment-sustainable at current levels, (Faith motions, Jane seconds all approve)
   iii. Program in good standing (Zenia motions, Faith seconds, all approve)

c. 3:00 Theater and Dance (Chair Chuck Harper, Program Review Team Chair Flo Maatita)
   i. Standard review procedures with talking with faculty, students, classes and have three recommendations. Students are really enjoying their experience in the department. Their mentoring that they are getting is top-notch and it is not only professional advice, but also personal advice too. Illusions of low sense of morale, but feel that the department and their leadership is headed in the correct direction. Biggest issue is space and this was apparent with discussions of faculty and students. There is a level of excitement of the performing and visual arts center, but there is also suspicious about the final design of the PVAC. There is concern that the PVAC is not going to be utilized to the fullest capability for T&D. Optimal enrollment is 90-100 and they are a little behind this currently, but they are recruiting students from a diverse geographic background as well as race and ethnicity. Opportunities for improvement is space and building. The faculty understood that there are improvements for curricular and collaborations with the music department. Programmatic concerns with a potential of eliminating a specialization and change in course requirements, which will need to be looked at in the future.
   ii. Response from Chair – even though there is not a strong relationship with Music, the two departments get along very well, which is quite unusual! There is an inordinate amount of attention with the VPAC in this review, but this has been ongoing through 3 program reviews (over 10 years!). we understand that space is an issue, especially in regards to our lack of accreditation and we would really love to have more space, but we are also aware of the issue with the space. Happy that recruitment efforts were documented, and we are having quite a bit of success! This summer is when all the changes will take place with the change to one of the specializations and restructure core classes for transfer students (block of four courses). Being able to tell transfer students that they can complete the program in 2 years is a big recruitment tool. We are already at work with the other recommendations mentioned in the review.
   iii. Response from Dean – T&D has taken advantage of targeted funding initiative and they are doing a great job. I appreciate their focus on transfer students and
helping with completion. The VPAC issue is difficult and there were many meetings and beautiful plans, but ultimately it is the Chancellor’s decision. There is some hope with the new Governor and a capital bill, but at the system-level there are higher priorities than the VPAC, but we are hopeful. Overall quality of the programming is wonderful and appreciate the professionalism and quality of programs that are produced.

iv. Questions from Council –
   1. one issue that was brought up is that assessments took place, but no results were provided in the self-study. There is not a standard form for the entire T&D, but each area provides some specific assessments that gets combined. T&D is aware that this should be addressed.
   2. Issue with Breadth – Fine Performing and we are aware that some classes did not get that designation and have been addressed. We were also able to designate some as Health. Film Literacy could be a good class to add a breadth designation with fine and performing arts.

d. Letter is sent to the Provost from the Council:
   i. Comments for the letter: Making a great effort at diversity and actively working on recruitment; lack of quantitative data for assessment of student learning outcomes needs to be addressed; commendable effort with the space they have and the space issue will continue to hinder accreditation and recruitment efforts. The department needs to make sure that the 100- and 200-level courses have proper designations and that they follow through on the course and program changes moving through the University system.
   ii. Enrollment-sustainable at current levels, (Faith motions, Jane seconds all approve)
   iii. Program in good standing (Zenia motions, Faith seconds, all approve)

3. Consideration of Minutes
   a. Minutes stand approved as corrected

4. Announcements

5. Unfinished Business
   a. Curriculum Council leadership for next year
      i. Jane nominates Faith as Chair, Zenia seconds, all approve
      ii. Undergraduate Programs Committee Chair – Zenia nominates John, Jane seconds, all approve
      iii. Undergraduate Courses Committee Chair – Matt nominates Erik, Zenia seconds, all approve
      iv. Secretary – Stacey nominates Kathryn, Zenia seconds, all approve
      v. Representative for Committee on Assessment – TBD,
         1. Additional meeting first Friday at 1pm
         2. If any current members would like to take this role, please let Laurie and Faith know

6. New Business
   a. Approval of new Graduation Appeals Committee members: Becky Luebbert, from the School of Nursing, and Emily Petruccelli, from the College of Arts & Sciences (Biology)
      i. Zenia motions, Jane seconds, all approve

7. Committee Reports
   a. Standing Committees and Operations
      i. Undergraduate Programs Committee. Chair Igor Crk
         1. Wrapping up the last few issues
      ii. Undergraduate Courses Committee. Chair Debra Jenkins
1. 11 reviewed and 9 approved, 2 pending
2. It would be nice to clean up the front page of Curricunet.

iii. Academic Standards and Policies Committee. Chair: Faith Liebl

iv. General Education Committee. Chair: Matthew Schunke
   1. Report uploaded to Sharepoint

v. Committee on Assessment.
   1. Report is uploaded to Sharepoint

vi. Graduation Appeals Committee. Laura Strom
   1. 1 appeal was approved

b. Additional Reports

vii. Enrollment Management – Scott Belobrajdic or Chris Leopold

viii. Registrar – Laura Strom
   1. Nothing to report

ix. Educational Outreach - Mary Ettling

x. Academic Advising – Brenda Klostermann
   1. Nothing to report

xi. Learning Support Services and Supplemental Education – Chad Verbais

xii. Academic Innovation and Effectiveness – Jessica Harris

Thank you everyone! Thank you Laurie and good luck with Faculty Senate President-elect!

7. Public Comments – None

8. Adjournment

   Meeting adjourned at 3:51 pm