SIUE Faculty Senate Curriculum Council  
Magnolia Room, Morris University Center  
November 21, 2019 – 2:30 p.m.  
MINUTES

**Members Present:** Faith Liebl (Chair), Robert Bitter, Heidy Carruthers, John Foster, Chaya Gopolan, Keith Hecht, Ken Moffett, Erik Krag, Brad Reed, Geoff Schmidt, and Nima Lotfi Yagin.

**Student Senate Members Present:** Ava Ploeckelman.

**Ex-Officio Members Present:** Maureen Bell-Werner, Kim Kilgore (for Mary Ettling), Elza Ibroscheva, Effie Hortis, Chris Leopold, Eric Ruckh, Matthew Schunke (for Eric Voss)

**Absent:** Ronald Akpan, Kathryn Brady, Michelle Cathorall, Chris Leopold, Chad Verbais

1. The meeting was called to order by the chair of the committee, Faith Liebl at 2:30 PM
2. Minutes of the October meeting was approved as submitted.
3. Announcements:
   a. No meeting December 19
   b. Next meetings January 16 and 30, 2020 in the Magnolia Room
4. Unfinished Business: Discuss possibility of University Honors Advisory Council (UHAC) as part of Curriculum Council
   The committee felt that there are no omissions or additional representations that are needed on UHAC. Eric gave a synopsis of the current structure of the Honors program. The size of the Honors program is increasing. The need for redoing the existing set up is growing. The committee agrees that the director of the Honors program should report to the Curriculum Council. There must be a liaison between the Curriculum Council and Faculty Senate. The bylaws require revision regarding faculty willing to serve more than two terms as “two terms and petition for the third term”. Currently, faculty are recruited to the Honors program by appointment by consulting with the deans. This set up is working well and therefore must leave it as is instead of changing it to election approach of recruiting.
5. New Business
   a. Discussion of Director of Assessment duties: 1) Serves as a liaison with departments and programs that seek and maintain specialized accreditation, 2) Oversees, guides and facilitates the annual assessment reporting process, 3) Manages and maintains a record of current assessment plans for undergraduate and graduate programs, 4) Offers faculty development training on assessment processes as well assessment reporting workshops for new program directors and chairs. Operating Papers must be revisited to include the roles of the director of assessment. These changes will be made and will be included in the January meeting for the committee approval.
   b. Review of Changes to Policy 1H1 Proposing that IS Courses be at least 3 credit hours. This policy edit specifies that an Interdisciplinary Studies course is at least 3 credit hours. Motion: Ken Moffet moved that the Curriculum Council approve the changes. Second: Erik Krag. Motion unanimously passed.
6. Committee Reports
   a. Standing Committees and Operations
      i. Undergraduate Programs Committee: John Foster, Chair
      ii. Undergraduate Courses Committee: Erik Krag, Chair
      Several Form 90s were approved including several paper Form 90s.
iii. Academic Standards and Policies Committee: Faith Liebl, Chair—no report
iv. General Education Committee: Eric Voss or Matthew Schunke
v. Committee on Assessment: Michelle Cathorall
   Discussion of how to train department chairs to prepare the annual assessment reports.
vi. Graduation Appeals Committee: Maureen Bell-Werner—one appeal reviewed and granted

b. Additional Reports
   i. Enrollment Management – Chris Leopold—no report
   ii. Registrar – Maureen Bell-Werner—Registration for spring 2020 is ongoing. Grades for fall 2019 are due December 16.
   iii. Educational Outreach - Mary Ettling—no report
   iv. Academic Advising – Effie Hortis—no report
   v. Learning Support Services and Supplemental Education – Chad Verbais—no report
   vi. Office of Accreditation, Assessment and Academic Planning– Elza Ibroscheva—most program reviews are complete

7. Public Comments
8. Adjourn