Members Present: Kathryn Brady, Kevin Cannon, John Foster, Chaya Gopalan, Keith Hecht (chair), Kevin Hockenberry, Amy Hubert, Joshua Kryah, Nima Lotfi-Yagin, Kelley McGuire, Corey Ragsdale, Deborah Sellnow-Richmond, Doug Simms, Chris Leopold, Maureen Bell-Werner, Mary Ettling, Effie Hortis, Elza Ibrosecheva, Eric Voss, Carson Brimm, Nicole Obert

Guests: Zenia Agustin

Absent: Jennifer Hernandez, Chad Verbais, Eric Ruckh

1. The meeting was called to order at 2:34 by the chair of the council, Keith Hecht (KH).

2. Welcome and Introductions
   a. Members of the Curriculum Council were appointed by the Faculty Senate Executive Committee at its meeting on August 27, 2019.
      i. Keith Hecht was appointed and confirmed as Chair of the FSCC.
      ii. New members appointed: Kevin Cannon, Jennifer Hernandez, Kevin Hockenberry, Amy Hubert, Kelley McGuire, Corey Ragsdale, and Deborah Sellnow-Richmond.
      iii. Returning members: Kathryn Brady, John Foster, Chaya Gopalan, Joshua Kryah, and Nima Lotfi Yagin
          Doug Simms will be filling the seat held by Heidy Carruthers during her sabbatical
      iv. Student members: Carson Brimm and Nicole Obert
      v. Ex officio members: Chris Leopold, Maureen Bell-Werner, Mary Ettling, Effie Hortis, Chad Verbais, Elza Ibrosecheva, Eric Voss, and Eric Ruckh. The ex officio position from General Education is currently vacant.
   b. KH reviewed Zoom Chat use guidelines, which are subject to OMA regulations.
   c. This year there will be far fewer program reviews than last year, so the Council should have time to take on other tasks.
   d. KH reviewed Sharepoint site guidelines and noted that documents have been migrated to new area.
   e. Because of new guidelines requiring rollcall votes, KH announced that all votes not anticipated to be contentious would be bundled to save time.

3. Zenia Agustin provided an orientation to CurricUNET. If CC members have trouble navigating CurricUNET, they are encouraged to contact Zenia or Maureen Bell-Werner.

4. Minutes of 04/16/2020 meeting were approved as written.

5. Subcommittee Appointments
   a. Confirmation of Standing Committee Membership and Chairs: Eric Voss made a motion to confirm Undergraduate Courses Committee memberships, Undergraduate Programs Committee memberships, and chairs of committees (listed below). Kathy Brady seconded the motion. A rollcall vote was conducted, and the motion carried.
      i. Secretary: Kathyrn Brady (previously confirmed)
      ii. Undergraduate Programs Committee
          1. Appoint Chair: John Foster (previously confirmed)
          2. Appoint Members: Jennifer Hernandez, Nima Lotfi Yagin, Kelley McGuire, Corey Ragsdale, Doug Simms
      iii. Undergraduate Courses Committee
          1. Appoint Chair: Debbie Sellnow-Richmond
          2. Appoint Members: Kathryn Brady, Kevin Cannon, Chaya Gopalan, Amy Hubert, Joshua Kryah
      iv. Academic Standards and Policies Committee
1. Appoint Chair: Kevin Hockenberry
   KH appealed to Council members to fill the position of chair of Academic Standards and Policies. Kevin Hockenberry volunteered to serve as chair upon approval by the council.

b. Reports
   i. General Education Committee Chair: Eric Voss
      No report. Committee has not met
   ii. Committee on Assessment Liaison: KH indicated that the CC needs representative on this committee as the previous representative is no longer with SIUE. This is not a burdensome commitment but is important. CC will be working with the Committee on Assessment to revisit SETs. The liaison reports back to the council what is going on in that committee. Elza Ibroscheva indicated that Committee on Assessment is the group of faculty peers who evaluate annual performance reports submitted by programs – assessments and progress. Reports are reviewed collectively and feedback is provided to programs. They also do interim program reviews – like a midpoint check-in in the program review cycle. It’s a good way to see what other programs are doing in terms of assessment (senior assignment, capstone, etc.) and is an important service to the university and also beneficial to faculty as you take information back to program. It’s an important part of shared governance.
      Kelley McGuire volunteered to serve in this position. (Vote was posted for bundling)
   iii. Graduation Appeals Committee Liaison: Maureen Bell-Werner
      6 appeals received; 5 approved

c. Additional Reports
   i. Enrollment Management – Chris Leopold
      • Fall census was taken over Labor Day weekend.
         o Overall enrollment ended up at 12,860, down by 201 students or 1.5%.
         o Undergraduate enrollment was down by 4.4%, while graduate enrollment was up by 12.6%.
         o Our total number of incoming freshmen landed at 1,554 students
         o Last year’s freshman class retained at a rate of 78%, just a half a percent off from last year’s record high, making this the second highest.
         o Despite international students facing significant challenges in obtaining visas due to the pandemic, enrollment was only down by 17 students overall (4.5%). Mainly attributable to strong continuing international student enrollment
         o Continuing undergraduate international students were up by 39%.
         o Full Fall 2020 Census Headcount report available on the Teams site.
      • The Office of Undergraduate Admission is tracking admitted students who have elected to defer their admission to a future term; the total number of deferrals to date is 22 (13 for Spring 2021; 9 for Fall 2021).
      • The new Director of Retention and Student Success, Dr. Geoffrey Edwards, assumed his role in August.
   ii. Registrar – Maureen Bell-Werner
      • Working on summer 2021 schedule
      • Reminder: new courses and changes should be approved by the end of the calendar year to make it into the new catalog. The Council should try to get as many of the reviews complete during fall semester as possible.
   iii. Educational Outreach - Mary Ettling
      • The office continued online student services serving 4 degree completion programs
   iv. Academic Advising – Effie Hortis
      • Advising started September 8
      • All appointments are through Zoom.
   v. Committee on Assessment
      • Met early September and scheduled reviews. Distributed reports to chairs via deans; clarified some new issues that have arisen with changes due to the pandemic: how to report assessment data, etc. If data are missing, we won’t hold programs accountable to a large degree given the circumstances. Programs should acknowledge it and think of alternative ways to consider reporting progress, etc. Data might be missing or might be substituted with alternative methods of data collection.
vi. Learning Support Services and Supplemental Education – Chad Verbais
   • Not present; no report

vii. Office of Accreditation, Assessment and Academic Planning – Elza Ibroscheva
    • Just presented the quality assurance report to board of trustees. This report was compiled as a result of program reviews compiled by the CC. All programs CC reviewed were deemed in good standing. SIUE received compliments from the Board on the work academic programs are doing.

5. Unfinished Business
   a. None

6. Announcements and New Business
   a. All Faculty Senate Curriculum Council members need to complete Open Meetings Act training. New Council members have 90 days. Following successful completion of OMA training, please forward a copy of the certificate (.pdf file) to Anne Hunter (anhunte@siue.edu). Corey Ragsdale will serve as our FSCC designee.
   b. Curriculum Committee Goals AY2020-2021
      i) Work with Provost Office and other stakeholders on improving curricular policies and practices at SIUE
      ii) Complete reviews of course and program proposals in a timely and professional manner
      iii) Provide meaningful feedback on program reviews
      iv) Ensure operations are consistent with our bylaws and identify any changes needed for effective operations and consistency with other policies and practices.
      v) Consider modifications to Student Evaluations of Teaching as developed by the SET Continuous Review Committee and the Committee on Assessment (policy says should be reviewed every 3 years; last done in 16-17). KH will draft a memo to chair of committee on assessment to begin review. In the last review, biases against minority faculty and others that are known to be present in SETS in general were noted, but nothing was reflected in modifications. KH will suggest focus on that as the committee considers SETS. Committee on Assessment will report to CC.
      vi) Consider modifications to University admissions criteria.
         This goal came out of the most recent FS meeting. Enrollment management brought the proposal to remove ACT/SAT from the admission policy short-term. After debate, the FS approved a waiver for Spring 2021 and Fall 2021 with an accompanying charge to the CC to convene an ad hoc committee to reconsider admissions criteria and recommend change as necessary with particular concern raised about potential bias in the criteria. KH has worked with Scott Belobrajdic and Tom Jordan to outline a plan for this. The task force will consist of 7 people (4 faculty, 3 from Provost’s office -- Chris Leopold, Scot Belobrajdic, Todd Burrell). It will provide good perspective on criteria currently used, etc. Faculty membership: Kevin Hockenberry as Academic Standards and Policies chair, one recommendation through anti-racism task force. The remaining two spots will be opened up to people who are specifically interested, with Faculty Senate determining faculty representation. If interested in serving on this body, reach out by Wednesday next week.
   c. Program Reviews Update
      i) Undergraduate programs with expedited review this year. (have been accredited through outside body within last 2 years; thus expedited
         i. Construction management
         ii. Exercise science
      ii) Undergraduate programs with full Program Review this year
         i. Philosophy
            EI: Chair of philosophy has requested additional time so she requests that CC schedule the philosophy review last (April) as CC schedules reviews.
   d. Kathy Brady moved to approve Kelly McGuire as the CC’s liason to the Committee on Assessment. Kevin Hockenberry seconded. A rollcall vote was conducted, and the motion carried.

7. Public Comments
   None, no public present
8. Ex-officio and student members were dismissed. Council members went into breakout rooms for UPC and UCC committees.

9. The meeting was adjourned at 4:00 pm by Keith Hecht.