**University Curriculum Committee - Minutes**

Wednesday, October 31, 2007

Allendale Campus, KC 201

2:00 – 4:00 p.m.

PRESENT: Robert Adams (Chair), Jean Barry, Wally Boeve (Recorder), Martin Burg, Sarah Daniels (Student), Nancy Giardina (Ex-officio), Greg Mahoney, ~~Doug McKenzie~~, Mel Northup, Michael Ott, Mark Pestana, Glenn Pettengill, Walter Sa, ~~Paul Stephenson~~, ~~Kathryn Stieler~~, Kevin Tutt, ~~Doug Way~~, Claudia Sowa Wojciakowski

GUESTS: Mary Schutten (College of Liberal Arts & Studies CC)

Paul Johnson (Padnos College of Engineering & Computing CC)

Judy Whipps (College of Interdisciplinary Studies CC)

**Proposed Agenda (Meeting #8)**

Approval of the Agenda

*All Approved*

Approval of Minutes

*All Approved*

Report from the Chair (Robert Adams):

*Curriculum rules & responsibilities document will be sent to ECS for their approval.*

*Nine units remaining for prerequisite expedite approval, 174 courses have been dropped to date as far as prerequisites.*

Report from the Provost (Nancy Giardina):

*Provost’s office is reviewing the Online Course Catalogs ( ) as a PDF file and took to registrars to discuss catalog updates and process. Hard copies, PDF’s, and acalog should all be consistent.*

Discussion Items

Policies and procedures for cross-college interdisciplinary proposals

*ECS charged UCC to look at it. Discussion surrounded about some ideas for how best to handle this procedure. College Curriculum Committee chairs were present for discussion. Some questions regarding the feasibility of several curriculum committees across the university to look at all of these types activities. Concern over if other units will be affected by certain program changes that may impact teaching loads. Mechanisms to make sure everyone is on board would be great. What are the definitions that mark an interdisciplinary program or course? At Dean’s Council, role of interdisciplinary programming is being evaluated, as far as review and approval, which may be totally different than the normal curricular process. The Provost’s office is waiting to hear back from the UCC regarding any thoughts or ideas. COIS may really be able to help in this development. The difference between interdisciplinary (actual integration) and multidisciplinary (sitting together) has become blurred. How can the online electronic curriculum submission process allow for this, since the current system only allows one unit to submit changes or new items? Best practices proposal or guideline in each field may have their own expertise, but COIS is looking at this nationally.*

*Motion to endorse support that COIS give a report on national trends in the area of Interdisciplinary Studies - Approved by Majority*

Liberal Studies degree completion program – updates (Judy Whipps):

*Continuing education is working on this with the community colleges along the lakeshore – Holland. Utilizing the previous coursework, our coursework, and other coursework they may have completed at other institutions. Emphasis areas will be shaped by the people and what they want to do, currently, leadership/business & ethics or communication & the creative arts. GRCC will offer their gen. ed. requirements which will also help pull their GPA up if needed. Possibly impact 1500-1700 people. Nothing new is being created, just a creative way to use what already exists.*

Other Discussion Items:*.*

*Grouping process or some overarching system may need to be better delineated on the online system.*

*How should the existence of a final plan be noted so that individual courses are procedurally not sent forward without new program approval? Currently, UCC suggests that each course proposal refer to the final plan. Clarifications are needed, and a possible check box on individual courses contingent upon final plans.*

*Are curriculum committees offering any curriculum development workshops?*

*Accesses to previous documents for comparisons to new revisions as things go along the process.*

*Course Change Proposal Questions – Mary Schutten (current syllabus a ttached, paper form similar to online form – activity question (Chair to send memo to ECS to add an existing activity box as well), prerequisite fast tracks (not activated until Fall 2008 – needs to be communicated at all levels),*

*Discussed a “Curricular Best Practices Guide” to assist faculty and committees in the submission process or possibly survey the committees on how they are doing and processing final plans through the online system.*

Adjournment

*All Approved*