Voting members present: John Bailey, Tasha Biesinger, Allison Dorko, Joan Gross, Sue Helback, Prem Mathew, Tom Miller, Richard Nafshun, Mina Ossiander, Ann Zweber

Voting members absent: Michael Harte, Norm Johnson, Carol Rivin, John Schlipf, Ingrid Skoog

Ex-officio members present: Academic Affairs - Janine Trempy, Extended Campus - Shannon Riggs, Registrar’s Office - Rebecca Mathern, University Libraries - Anne-Marie Deitering

Liaison members present: Instructional Technology – Jon Dorbolo, OSU-Cascades - Daniel Stroud

1. **New Program Proposal Workflow Chart** – Gary Beach
   - Gary reviewed the changes in the Chart and noted that it still needs review by the Graduate Council and Executive Committee.
   - Concurrent reviews by GC, CC, B&FP – decision made by Becky & Sabah?

2. **Political Science Action Plan** – Janine Trempy
   *Curriculum Council Review Representatives: Allison Dorko, Richard Nafshun*
   - **Action Plan**
     - Janine – response to rec #8 in AP – program leadership in residence full-time.
     - Janine learned that the School head is on-campus daily; the program coordinator does not sign documents, and does not have the leadership responsibility of a typical unit head. The concern was expressed by a few individuals who were new to the unit who were used to a more traditional unit head; additionally, the program coordinator was not present during the second day of the program review. Janine noted that many of the faculty in the unit commute from the Portland area.
     - Allison was a CC reviewer – a message from the program leader was received the morning of the second day stating that the leader would not be available to participate in the review that day. They learned on Monday that the program leader was only on campus Monday, Wednesday, and Friday. The reviewers were not aware of whether the APAA coordinator attempted a telephone connection with the program leader.
     - Tasha – review team felt this was an issue; if this is an issue that impacts students, it matters. Perhaps follow-up in the next three years to determine whether students are impacted.
     - Janine sees herself as a facilitator, and will focus on question #8.
     - Prem suggested that faculty, staff, and undergraduates be provided with the opportunity to prove anonymous feedback.
     - Richard noted that he searched, but couldn’t find a PD for the Political Science Program Leader position, which would help to guide the expectations.
     - Prem also requested in early December that Janine request the benchmarks in a table form from Denise Lach; she missed this request earlier, but will request from Denise.
     - Tasha requested a review of Janine’s addendum to the Action Plan, and the benchmarks, prior to the Council accepting the Action Plan.
     - Richard felt that it would be problematic if staff were not included in the unit review of the Action Plan.
     - Janine will draft an addendum for CC review to send to Denise Lach for response, including Rebecca’s suggestion to modify the response to recommendation #8. Janine will attempt to schedule a meeting with Denise Lach and include the CC reviewers.
     - Richard requested that information be requested and received from faculty, students, and staff.
BioResource Research Action Plan

Curriculum Council Review Representatives: Anne-Marie Deitering, Joan Gross

- Action Plan
- Previously discussed and requested a table, which has been received

Action: Prem moved to accept the action plan, with the added table; motion seconded and passed with no dissenting votes.

Course Designator Request – UEXP

- APAA memo from Gary Beach
- Unit Request
- AHE Undergraduate Offerings
- AHE Undergraduate Courses F14-F15

The AHE coursework moved last year from CSSA in the College of Education (CoEd) to the College of Liberal Arts (CLA). While in CoEd, a decision was made to use the AHE course designator for about 20 courses. Subsequently, CLA decided not to provide an academic home or support for those courses, which now requires a new home. CoEd is focusing on their graduate programs, and the AHE courses will end in Spring 2016. Susie Brubaker-Cole and Susana Rivera-Mills would like the Division of Undergraduate Studies to host the courses, and they are requesting UEXP (university experience) as the course designator.

- Why can’t AHE be retained? Gary stated that the designator belongs to CoEd, and it also stands for Adult Higher Education.
- Why not ALS? Janine responded that ALS was rejected because of the ALS courses, and because the outcomes under AHE would not align well with ALS course goals and outcomes.
  - The director of ALS has oversight of ALS courses, but this individual does not have oversight of the proposed UEXP courses. The intent is to use UEXP across campus, but if ALS is retained, it’s unlikely that other colleges would use ALS. Currently, ALS only has lower division courses.
  - It was suggested to elevate ALS across campus so the intent is for skill-building and engagement at all levels.
- Rebecca earlier described that the Registrar’s Office has been asked to do it under university innovation & alliance wants maps of majors (Susana has it in her Blueprint for Academic Success and Well-Being); the Registrar has been meeting with colleges to create the maps. Because the systems don’t automatically update, it must be done manually, and the maps don’t track to anything currently in our systems.
- It was noted that ALS could morph, but it would make better sense moving forward to create a new designator to assist in creating high-impact practices.

Action: John moved to approve the UEXP course designator, with the caveat to clearly delineate between ALS and UEXP; motion seconded and passed via voice vote with one dissenting vote and one abstention.

Report from the Co-chairs – Prem Mathew, Richard Nafshun

- No report.

Report from Academic Affairs

- Undergraduate Academic Program Review – Janine Trempy
  - Members volunteers for program reviews

Meeting adjourned at 11:47 AM.

Minutes recorded by Vickie Nunnemaker, Faculty Senate staff

Janine – Mina (Pronunciation); president-elect