

Curriculum Council

February 19, 2016

Minutes

Voting members present: John Bailey, Allison Dorko, Sue Helback, Norm Johnson, Prem Mathew, Tom Miller, Barbara Muraca, Richard Nafshun, Mina Ossiander, Carol Rivin

Voting members absent: Tasha Biesinger, Joan Gross, Michael Harte, John Schlipf, Ingrid Skoog, Ann Zweber

Ex-officio members present: Extended Campus - Shannon Riggs, Registrar's Office - Rebecca Mathern

Liaison members present: Academic Advising Council - Karla Rockhold

Guests: Gary Beach, Cheryl Hagey, Dorthe Wildenschild

Addendum from Curriculum Council to Microbiology Action Plan

Action: The addendum was approved as distributed. Richard will forward the addendum to Janine Trempey on behalf of the Curriculum Council.

Workflow Diagrams – Gary Beach

- [Suspensions/Terminations](#)
 - Suspensions and Terminations are handled internally. Suspensions are forwarded to the provost for approval, and terminations are forwarded to the OSU Board of Trustees for approval. HECC and the Oregon statewide provost's council are no longer interested in reviewing terminations.
- [New Academic Unit Proposal Workflow Chart](#)
 - No concerns
- [Course, Minor, Option, Major Proposals Workflow Chart](#)
 - 'Category II' text will be added back since most all are familiar with that verbiage.
 - There is a two-week period for reviewers to respond; after two weeks, the proposal will move on without reviewer comments. Comments can be manually added by APAA via a Word document (not as a liaison comment) after two weeks.
 - In the new CPS it will still need to be available after the two week period to be added
 - Rebecca advocated for an associate dean to be required to provide comments, regardless of the liaison.
 - It was suggested that it may be time to refresh the liaison list. Gary noted that the associate deans from each college can be added to the list. Richard requested that Cheryl send the revised liaison list to Rebecca Mathern for her review.
 - Richard will receive the list of reviewed Cat II titles from Cheryl; he will not approve any Cat IIs from one meeting until the next. The title, proposal number, SCH, proposal reason (new, change, etc.) and link to the agenda will be added to the agenda and all CC members are asked to review the list and peruse any proposals that interest them. If there are proposals in question, they will be reviewed during the next meeting. If the process is successful, it will be reflected in the workflow.
 - New undergraduate options are currently only reviewed by the Curriculum Council representative, not to the whole Council. It will be included on the list that will be attached to the Curriculum Council agenda each week, so all Curriculum Council members will have an opportunity to review these undergraduate options.
 - Rebecca suggested inviting someone from the Registrar's Office to explain their workflow. They could share the types of majors, minors, and options to determine how frequently or infrequently these types are awarded.
 - Prem would like to know the rationale behind the requested revision by the Graduate Council; Prem will talk with Theresa Filtz.
- [Online Delivery of an Existing Course](#)
 - No concerns
 - Shannon referenced the notes in the pink section of the document and questioned whether this relates to the proposal forwarded to APAA (the email from Ecampus)?

Gary noted that APAA never sees any Ecampus course syllabi – if there are errors, APAA doesn't know to contact the unit (about 90% of the syllabi are incorrect), and Ecampus assumes that what they receive from the instructor/unit is correct.

- In response to an inquiry regarding course quality, Shannon noted that the quality of design is partly monitored by Ecampus and it's up to the academic unit to review the curriculum.
- [Online Delivery of an Existing Degree, Certificate, Minor, or Option Program by Ecampus](#)
 - No concerns

Graduate Certificates

- Rebecca suggested that a footnote be placed xxx indicating that financial aid will not cover applicable accredited certificates that are not part of a major.
- Gary will determine which certificates fall into this category.

Matters Arising

- Allison reported that a grad student in her co-hort recently committed suicide. She asked that, if faculty notice that a graduate student is stressed, please ask them why and show an interest in them – there may be a situation with which you can help.

Minutes recorded by Vickie Nunnemaker, Faculty Senate staff