

Curriculum Council
March 13, 2015 ~ 1:00-2:00 PM
128 Kidder Hall
Agenda

1. APAA Issues – Cheryl Hagey

- In the Syllabus Canvas vs Blackboard – should they be required now?
 - With the future looking at Canvas but we are currently using Blackboard, should I be requesting the words be exchanged now?
 - a. At the present time when I speak with people, correspond through email or add comments to the proposals I am reminding people this transition is coming and recommend they start making changes. Tasha and I spoke about a proposal where the recommended Effective Term is Spring 2016. As I see through her eyes this proposal is after the effective/start date of Canvas and should have it replaced throughout the Syllabus. Does this mean I should request the change from Blackboard to Canvas along with whatever other changes are needed (if there are changes needed) or should I just leave the wording be?
- Course Credit Hours – How should they be listed in the Syllabus?
 - Course Credit Hours: I did miss it in the Syllabus and I appreciate Tasha catching it. I have been allowing proposals to go through the system with Course hours as well as Course Dedicated Hours. What I am trying to explain is if a Syllabus has a) "This course will meet from MWF 10:00 – 10:50" it qualifies as 3 credit hours; if a syllabus goes through with b) *"This course combines approximately 90 hours of instruction, online activities, and assignments for 3 credits"* then it qualifies. Should I really be looking for b) or should we allow both to go through because they do answer the question?

2. CPS Forms

- [New Major and Certificates](#)

3. [Program Proposal Form](#) – Stefani Dawn

4. Undergraduate Program Review Guidelines

- [Draft](#)
- Follow-up question from March 5: Who starts and monitors action reports following a review?

5. Course Designator Review Form – Stefani Dawn

- [Course Designator/Subject Code Request Review Checklist](#) – updated

6. [Program Proposal Form](#) – Stefani Dawn

7. Course Designator Request – [TEA](#)

8. Matters Arising

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

- Curricular Proposals Executive Summaries – Richard and Gary will compare their respective four and two-page summaries.
- Discussion of joint reviews
- Annotation of Hybrid Courses in the Catalog

10. Report from Academic Affairs

Information Item:

1. Any materials distributed during this meeting must be sent electronically to Prem Mathew, Richard Nafshun, and Vickie Nunnemaker prior to the meeting.

Pending Issues:

- Category I proposals eventually need to include mention of assessment and learning outcomes (includes Ecampus memos)? CC to discuss
- Review guidelines for Category II proposals
- Course designator vs. Subject Code – S. Dawn (see 1/24/14 minutes)
- Comm courses
- MA, MS in Communication #82032 - <https://secure.oregonstate.edu/ap/cps/proposals/view/82032>
- EAH course designator request – discuss in conjunction with the Cat. I proposal (EAH.pdf)
- Cat II reviews – 2/19/15
- Accessibility – invite DAS re: procedures to ensure programs are accessible?

Meeting Schedule

Thursday, March 19 – CANCELED
March 20 – 5:00 PM ~ Spring Break!!