

UNIVERSITY CURRICULUM COMMITTEE MINUTES

Date: 9/3/09

Minutes Approved by: _____



Date Approved _____

9-15-09

TO: Dr. Stephen P. Richters
Provost

FROM: Dr. Lon Smith, Chair
University Curriculum Committee

FACULTY MEMBERS PRESENT: L. Smith, K. Tolson, S. Saydam, C. Grinnell, R.

Stevens, L. Clark, D. Luse, D. Davis, J. Burgess, R. Hanser

FACULTY MEMBERS ABSENT: D. Chandler, J. Boulton, J. Evans

FACULTY MEMBERS EXCUSED: H. Rappaport, M. Doherty

EX-OFFICIO MEMBERS PRESENT: J. Perrin, C. Lee

EX-OFFICIO MEMBERS ABSENT: D. Williams

EX-OFFICIO MEMBERS EXCUSED:

New Business

1. Membership was confirmed and will follow the structure of: Chair, 4 members from the college of Arts and Science, 2 members from each of the colleges (Education and Human Development, Business Administration, Health Sciences, and Pharmacy), two members from graduate council and ex-officio members from the Registrar, Library and Student Success Center. The total membership of the committee is 15 members. From each college at least 50% of the members will be graduate faculty.
2. The schedule of meetings for the fall 2009 semester was established. The meetings will be October 1st, November 5th and December 9th.
3. The committee discussed the procedures for curricular change. The general model follows that of the former Undergraduate Curriculum Committee. Donna Luse and Lon Smith were given the task of documenting the new procedure for review by the general committee.
4. A template or format for curriculum review was discussed. Serpil Saydam and Lon Smith will generate a framework for curricular review. The goal is to have a framework for review by the Provost by September 15th.
5. In conjunction with the procedural changes, corresponding forms will be developed to handle undergraduate, graduate and professional curricular issues. Mark Doherty and Lon Smith will work on the development of these forms.
6. University Curriculum Committee web site was discussed. The new website will be <http://ulm.edu/curriculum>. The committee also proposed a new Moodle course for communications. The Moodle course has been requested. Rick Steven will take the lead on the layout of the new website and Moodle course.
7. All curricular proposals were tabled until procedural recommendations have been approved.