

CURRICULUM COMMITTEE
Salem State University
MINUTES

Meeting: 15/16:04

Date: October 21, 2015

MEMBERS PRESENT: Brian Alves, Cleti Cervoni, Elizabeth Coughlan, Neal DeChillo, Jen Girgen, Pamela Halpern, Donna Hills, Joe Kasprzyk, David Mercer, Megan Miller, Anne Noonan, Alexandria Peary, Jennifer Robinson, Gretchen Sinnett, Amy Smith, Peter Smolianov, Cindy Vincent

GUESTS: Ripp Daniel

I.	Chair's Report
	Elizabeth announced that a quorum had been reached and called the meeting to order at 3:08pm.

II.	Subcommittee Reports
	No reports

III.	Special Business
	<p>Neal reminded the committee that we said we would address the questions of recertification for Gen Ed courses. Megan and Joe think that 2 years ago we voted to approve Gen Ed courses for 5 years. Megan asked if the committee should set a standard start date for the 5 years since we have extended the Gen Ed transitional phase. Others argued that the date should vary according to the implementation date for each course. Neal said that the standards for recertification have not yet been established. Megan said that we need to decide if we're going to hold courses accountable for the 5 years for the initial group of Gen Ed courses. Should we give departments a longer lead time for the initial recertification process? Anne wondered if we need to stagger them? Neal suggested asking Vickie R. for implementation dates for Gen Ed courses. Amy suggested grouping by department so that they're bringing their Gen Ed courses forward as a group.</p> <p>Joe pointed out that a bigger issue is setting the criteria for recertification. Neal agreed to lead a sub-committee to draft process and criteria for recertification. Membership needs to include UCC, Gen Ed, and Assessment committees. Joe and Megan volunteered to join Neal. Elizabeth will contact Tad Baker and Jim Gubbins.</p>

IV.	Old Business
	<p>A. <u>PHILOSOPHY DEPARTMENT</u> (10/29/14, CRS B, Regina, 12/8/14) TABLED waiting for dept. PHL304-Existentialism (W-II) 15:146 PHL311-Sustainable People, Sustainable Planet (PGR, W-II) 15:150</p> <p>PHL304 will not come up until the Spring because the sponsor is on sabbatical. PHL311 was missing documents, which have been submitted. Elizabeth would like to have the</p>

	<p>same liaison for PHL311 and for packet Y on New Business. Jennifer Robinson will be the liaison.</p>
	<p>B. <u>MANAGEMENT DEPARTMENT</u> (5/19/15, Jen G. and CRS C) BS-Business Administration-Hospitality Management Concentration-Change in Flowsheet 16:007 HRI200-Introduction to Hospitality Management-New Course 16:008 HRI201-Hotel Operations Management-Change in Course 16:149 HRI204-Food and Beverage Management-Change in Course 16:150 HRI450-Meetings, Conferences, and Conventions-Change in Course 16:151 HRI500-Food and Beverage Management-Change in Course 16:152</p> <p>Jen motioned to accept the packet, Amy seconded. HRI200-will introduce students to aspects of industry. It will be a pre-req. for the higher level courses in the packet. It will replace the existing pre-reqs for those courses. The department has submitted a new flowsheet for the Hospitality Management Concentration reflecting the changes. Rick said that the program has grown 35% in the last year, and that the goal of the revised flowsheet is to give students more flexibility.</p> <p>Megan asked that a diamond be added next to HRI450 on the proposed flowsheet. Megan pointed out that the degree maps are now required for new programs and program changes. Rick responded that Business is in the process of making blanket changes to required support courses across the school so they have not completed the degree map for this concentration. Megan pointed out that the change in course number for Introduction to Sociology has already occurred so should be changed on the proposed flowsheet.</p> <p>Unanimously approved, pending the submission to and vetting of the degree map by Jen.</p> <p>Joe suggested leaving track changes on when flowsheets are submitted so that Megan's staff can more easily identify changes.</p>

V.	New Business
	<p><u>New Packets:</u> Item J has been repeated in packet S. Item J will be removed from New Business.</p> <p>UCC members volunteered to serve as liaisons for the following packets:</p> <ul style="list-style-type: none"> • P: Amy Smith • Q: Joe Kasprzyk • R: Donna Hills • S: Anne Noonan • T: Jen Girgen • U: Cindy Vincent • V: Brian Alves • W: Donna Hills • X: Peter Smolianov • Y: Jennifer Robinson

- Bachelors to Masters Programs – C: Donna Hills

Sub-Committees:

New members were added to the following Gen Ed and 4 +1 sub-committees:

- FYS: Brian Alves
- OC: Jennifer Robinson
- SR: David Mercer
- BA/BS → MA (4+1): Donna Hills (temporary), Peter Smolianov

Gretchen was removed from HP & WC.

The QR sub-committee still needs another member.

Megan pointed out that in the past the liaisons for 4+1 packets have come from the BA/BS→MA sub-committee.

Elizabeth will ask Vickie to send an updated list of sub-committee membership.

There being no further business, Megan moved to adjourn the meeting; Peter seconded. The vote to adjourn was unanimous, and the committee adjourned at 4:09pm.

Submitted by Gretchen Sinnett