

**SALEM STATE UNIVERSITY  
UNIVERSITY CURRICULUM COMMITTEE  
MINUTES  
Meeting: 17/18:13**

Date: April 11, 2018

**MEMBERS PRESENT:** Doug Allen, Kate Amory, Luke Conlin, Neal DeChillo, Rebecca Hains, Peter Kvetko, Joseph Kasprzyk, Megan Miller, Shannon Mokoro, Kurt von Seekamm, Chris Schoen  
**GUESTS:** Ed Desnarais (BUS), Elizabeth Duclos-Orsello (Gen Ed), Keja Valens (DPDS Gen. Ed.), Brian Alves (ART), Gretchen Sinnett (ART), Kanishkan Satasivam (Gen Ed Fellow), Juditha Burchsted (MSCA Union)

<b>I.</b>	<p><b>Chair’s Report</b></p> <p>Committee Chair, Rebecca Hains declared a quorum of UCC members present. Rebecca called the meeting to order at 3:03 p.m.</p> <p><b>A. Spring Meeting Schedule:</b>                  April 25, 2018                  May 2, 2018                  May 9, 2018                  May 16, 2018</p> <p>Rebecca made a request to change the order of the agenda so that the UCC members can take care of the Old Business items before the Special Business item. Megan Miller moved and Shannon Mokoro seconded this motion. All were in favor.</p>
<b>II.</b>	<p><b>Subcommittee Reports</b></p> <p>There were no reports given by any subcommittee.</p>
<b>III.</b>	<p><b>Special Business</b></p> <p><b>1. General Education Recertification Process</b></p> <p>(a) Rebecca H. gave us an update on the Gen Ed recertification proposal and changes                  (b) Elizabeth Duclos-Orsello, as co-chair of the General Education (Gen. Ed.) committee was present to provide the UCC members with historical context.</p> <p>The UCC members present discussed a process by which departments could review courses certified under the various General Education categories, that then the UCC would recertify. This conversation is ongoing.</p> <p>(c) Related to the certification process – Keja Valens, as Faculty Fellow for DPDS came to share her thoughts about the recertification process for DPDS courses.                  - She spoke specifically about the DPDS criteria related to the student</p>

	<p>experience and the effective delivery of the course material. Keja’s discussion included how to evaluate the above-mentioned criteria during the recertification process.</p> <p>(d) Keja’s suggestion is to have the DPDS Faculty Fellow (or a Provost designee or a designee from the Office of Diversity and inclusion) consult with department chairs in the year in which DPDS courses are being recertified by the UCC. The UCC members present discussed options at length.</p> <p>Rebecca H asked that UCC members, who have feedback on the proposal for the Gen. Ed. Recertification process, email her their suggestions before the next meeting. The discussion of the process is ongoing.</p>
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<b>IV.</b>	<p><b>Old Business</b> – those assigned to specific proposals discussed their status and provided updates.</p>
	<p><b>A. <u>ART + DESIGN DEPARTMENT - TABLED</u></b></p> <p><b>1.</b> BA-Art-Art Education-Ed Studies in the Community, Non-Licensure-New Flowsheet <span style="float: right;"><a href="#">17:007</a></span></p> <p>This item remains tabled.</p>
	<p><b>B. <u>MANAGEMENT DEPARTMENT</u></b></p> <p>Kate A. made a motion to discuss packet 18:209. Megan M. seconded this motion. Ed D was present from the Management department.</p> <p><b>1.</b> BUS603K – Business Honor Thesis – New Course <span style="float: right;"><a href="#">18:209</a></span></p> <ul style="list-style-type: none"> <li>- The proposal is to create a new course, which will be a Honors Thesis course for the Business students. The course has also applied to be a W-III course.</li> <li>- The members of the CRSA and Writing subcommittees reviewed the course and approved it.</li> <li>- Kate A. showed us the CID. There was a letter of support from the Honors Program Coordinator</li> <li>- Liz Duclos-Orsello would like to have a future conversation about the IDS prerequisite with all departments who are creating Honors Thesis courses. She is not opposed to the Business Honors course, which the department is proposing.</li> </ul> <p>There being no further discussion, Rebecca H. called for the vote. All UCC members present voted to approve the items discussed above.</p>
	<p><b>C. <u>ART + DESIGN DEPARTMENT</u></b></p> <p>D. Allen made a motion to discuss items 18:227 and 18:252. Neal DeChillo seconded this motion. Brian Alves was present from the Art + Design department.</p> <p><b>1.</b> ART101 – Color and Design – Change in Course <span style="float: right;"><a href="#">18:227</a></span></p>

	<p>The department is seeking to have the course designated for the Gen. Ed. Category of Creative Art and Expression (CEA).</p> <ul style="list-style-type: none"> <li>- Doug shared the CID. The CEA subcommittee approved the proposal.</li> <li>- Megan asked about making sure there were enough seats for majors and non-majors.</li> </ul> <p><b>2. ART102 – Basic Drawing – Change in Course</b> <a href="#">18:252</a></p> <p>The department is seeking to have the title of the course changed from “Basic Drawing” to “Foundation Drawing.”</p> <p>There being no further discussion, Rebecca H. called for the vote. All UCC members present voted to approve the items discussed above.</p>
	<p><b><u>D. ART + DESIGN DEPARTMENT</u></b></p> <p>L. Conlin made a motion to discuss item 18:213. Kate seconded this motion. Gretchen Sinnett was present from the Art + Design department.</p> <p><b>1. ART342 – Pre-Columbian Art of Mesoamerica and the Andes – New Course</b> <a href="#">18:213</a></p> <p>The department is seeking to have the course designated for the Gen. Ed. category of World Cultures (WC).</p> <ul style="list-style-type: none"> <li>- The department is creating this course in order to offer the Art + Design students exposure to diversity in art.</li> <li>- Luke C. showed the UCC the course proposal form, the WC Gen. Ed. Form, and the CID. The WC subcommittee approved this course.</li> </ul> <p>There being no further discussion, Rebecca H. called for the vote. All UCC members present voted to approve the item discussed above.</p>

As the time allotted for the meeting had expired Rebecca H. called for us to adjourn. Doug Allen made a motion to adjourn the meeting. Megan Miller seconded this motion. The vote to adjourn was unanimous, and the committee adjourned at 4:37 p.m.

Respectfully submitted by  
*Shannon A. Mokoro*