



Curriculum Committee Summary Report

December 2, 2022

1:00 pm – 3:00 pm

Zoom Meeting ID: 872 5168 6980; Passcode: 233721
<https://fsw.zoom.us/j/87251686980?pwd=N2lzZlBJUUZyQkFkb2ZlNDYyYDNTdz09>

Corrections to agenda and amended items appear in green font.

Meeting Minutes appear in blue font.

Notifications appear in red font. Notifications include effective dates, clarifications of intent and application, and reminders that further action may be required.

All Action Items take effect Fall 2023 (AY 2023-2024 catalog) unless otherwise noted.

Abbreviations:

CC = Curriculum Committee

BOT = Board of Trustees

CLOs = Course Learning Objectives/Outcomes

VPAA = Vice President of Academic Affairs

CHAIR	Dr. Sheila Seelau
VICE CHAIR	Prof. Jeremy Pilarski

Item Summary

Information Items
1 Memo: Additional 5-Year Course Deletions (2023-2024 catalog)
Action Items: Course Change Proposals
1 INP 2390 Human Relations in Business and Industry (Syllabus changes take effect Fall 2023)
Committee Business: Announcements and Actions
1 Roster Updates [effective 11/4/2022]
2 Faculty Members only: Continuing orientation and tasks

Attendance

FACULTY MEMBER	Present/Absent	Notes
Dr. Sheila Seelau, Chair	P	
Prof. Jeremy Pilarski, Vice Chair	P	
Dr. David Evans, Jr.	P	
Prof. Randy Moffett	P	
Prof. Dani Peterson	P	
Dr. Monique Harrington	P	
Prof. Alisa Callahan	P	
Prof. Bill Van Glabek	P	
Dr. Julia Kroeker	P	
Prof. Angela Marchionni	P	
Dr. Marsha Weiner	P	
Dr. Eric Commendatore	P	

FACULTY MEMBER	Present/Absent	Notes
Prof. Anthony Valenti	P	
Dr. Esmaeel Samaliazad	A	No proxy
Prof. William Stoudt	P	
Dr. Elizabeth Whitmer	A	No proxy

EX OFFICIO MEMBER	Present/Absent	Notes
Dr. Martin McClinton	P	
Dr. Deborah Teed	P	
Dr. Joseph Van Gaalen	P	
Dr. Brenda Knight	P	
Tim Maricle	P	
Dr. Ashley Kuhn	P	

I. INFORMATION ITEMS

INFORMATION ITEM	1	
Type of proposal	VPAA Memo	
Presenter	Dr. Judith Bilsky or Dr. Martin McClinton	
Memo: Additional Course Deletions by 5-Year Rule, 2023-24 catalog	Effective Date: Fall 2023	
Summary	<p>Memo from VPAA approving additional courses to be deleted from the 2023-2024 catalog, by recommendation of faculty and Academic Deans. All courses will be inactivated in Banner and removed from the pending AY 2023-2024 catalog.</p> <p>Attachment: Memo – Additional 5YR Course Deletions 11-30-22 VPAA_approval</p> <p>Required actions for courses on Memo:</p> <p>Registrar: Request that State Course Numbering System (SCNS) inactivate these courses.</p> <ul style="list-style-type: none"> To be removed from General Education Program Guide: BSC 1093C, BSC 1094C, ISC 1002C. <p>School Deans, Department Chairs, and Program Directors: Please note that although Impact Reports were not required for this memo process, you are responsible for ensuring that all impacts of these course discontinuations are evaluated and remediated.</p> <ul style="list-style-type: none"> All necessary remediations of these impacts must be proposed through the regular curricular process (e.g., Course Change proposals removing deleted courses from pre-/co-requisites; Program/Certificate Change proposals removing courses from Electives lists). Please submit remedial curricular proposals through Curriculog ASAP. Note that proposals submitted between Jan-Dec 2023 take effect in Fall 2024 upon approval (AY 2024-2025 catalog) unless you request an “Exception to the Effective Date” on the proposal form. 	

II. COURSE CHANGE PROPOSALS

ACTION ITEM	1
Type of proposal	Course Change
Presenter	Prof. Sabine Maetzke

INP 2390 Human Relations in Business and Industry		Effective Date: Fall 2023	
Summary			
Having been dormant for several years, this course is being updated for 2023-24. Course description clarifies human relations focus of course and lists specific topics of study. Topic outline updated. Course learning outcomes rewritten with human relations focus and increased precision.			
Curriculog Attachments: Impact report, track-changed Syllabus			
Motion to approve: Moffett, Peterson; Second: Commendatore, Harrington.			
CURRICULUM ACTION			
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted with Minor Corrections	<input type="checkbox"/> Postponed	<input type="checkbox"/> Denied
Attachment: INP 2390 Human Relations in Business and Industry – syllabus for Fall23 12-5-22.docx This revised syllabus is ready to lock and upload to the Document Manager for Fall 2023.			

III. COMMITTEE BUSINESS

COMMITTEE BUSINESS	1		
Presenter	Dr. Sheila Seelau		
Roster Updates	Effective Date: 11/4/2022		
Summary			
Professor Jeremy Pilarski has been elected by the Curriculum Committee membership to serve as the Vice Chair for the remainder of the 2022-2023 academic term. Congratulations, Jeremy!			
The updated Curriculum Committee membership roster is available in the FSW Document Manager (Academic Affairs > Academic Committees > Curriculum Committee > Curriculum Committee 2022-2023) and Canvas: Curriculum Committee course. Link to join course = https://fsw.instructure.com/enroll/HYR9DF			
Attachment: 2022-2023 Curriculum Committee Roster updated_11_4_2022.pdf			

All but faculty members of Curriculum Committee are excused for the rest of the meeting.

COMMITTEE BUSINESS	2		
Presenter	Dr. Sheila Seelau		
Continuing orientation and tasks			
Summary			
<ul style="list-style-type: none"> • Reviewing Curriculog proposals in GoogleDocs • Other Business 			

Key attachments are included in files appended to the Summary Report email.