

**Curriculum Committee
Meeting Minutes
Tuesday Sept 26, 2017
Library Conference Room**

Members Present: Jason Oyadomari, Steve Nordstrom, Juan Marin, Mark Miron, Dylan Weiler

Members Absent: none

Minutes Recorded By: Jason Oyadomari

Approval of Agenda: approved, all in favor

Approval of March 31, 2016 Meeting Minutes: approved, all in favor

Action Items:

1. BUS 361 WI Course Proposal – approved, all in favor
2. NUR 318 Course Proposal – approved, all in favor; but with the stipulation that the syllabus specifies the writing assignments, and indicates that the course will be writing intensive.

Discussion Items:

1. *Syllabi for WI Courses* – The committee discussed the need for all WI syllabi to specify that the course is writing intensive. This should be part of the course title and type of course. There should also be section explaining that the course is writing intensive and what that means. It would be comparable to having a section explaining the course is an eCompanion and uses Schoology. The recommendation is that the university syllabus template be revised accordingly, and that deans review the syllabi for their units.
2. *Annual Goals* – We discussed and determined committee goals for the year.
 - 1) Continue to review and approval WI course proposals as they are submitted.
 - 2) Establish a WI statement in the syllabi.
 - 3) Develop an assessment form for WI courses.
 - 4) Survey advisors to assess the progress of Gen Ed 2016.
 - 5) Discuss and hopefully establish training and assessment for online delivery.

Adjourned at 9:58 am.

WI Course Proposals – Email Vote Results

Date	Course	Vote Results
10/4/2017	ARD 311	Three rejected; two abstained
10/4/2017	ARD 403	Three rejected; two abstained
10/4/2017	ARD 497	Three rejected; two abstained
10/10/2017	SOC 290	All approved
10/10/2017	CRJ 345	All approved
10/27/2017	ARD 311 (revised)	Four approved; one abstained
10/27/2017	ARD 403 (revised)	Four approved; one abstained
10/19/2017	REL 214	All approved
10/19/2017	HIS 330	All approved