

University of Central Oklahoma

# Academic Affairs Curriculum Council

## Meeting Minutes

### October 21, 2015

3:30 p.m., Education Building Room 311

Chaired by Ms. Julie Byer, Executive Director of Academic Policy and Curriculum

1. **Welcome**

Ms. Julie Byer called the meeting to order at 3:30 p.m.

2. **Roll call and introductions**

*Members present:* Dr. Elaine Bartgis, Dr. Jaime Burns, Dr. Mariya Burdina, Dr. Gloria Caddell, Dr. Julie Collins, Dr. Robert Delano, Dr. Barbara Fox DeMaio, Dr. Laura Dumin, Dr. Darla Fent, Ms. Daisy Folsom, Dr. Stefan Genchev, Dr. Sylvia Hurst, Dr. Yuhao Jiang, Dr. Degan Kettles, Dr. Mark Maddy, Dr. John Maisch, Dr. Lisa Miller, Dr. Peggy Moran, Dr. Brad Paynter, Ms. Charleen Weidell, Ms. Julie Byer, Mrs. Vickie Garlitz, Ms. Shelley Lute, Dr. Sunshine Cowan and Ms. Sue Ryan. *Members absent:* Dr. Lilian Chooback, Dr. Chad King, Ms. Angela Marks-Hawthorne, Dr. David Nelson, Dr. Brad Watkins, Ms. Deborah Thompson, and Dr. Paulette Shreck. *Visitors:* Tammy Clavin and Heather Peck.

The minutes from the October 7 meeting were accepted as presented.

3. **Curriculum Committee reports**

**Curriculum Committee II – Dr. Stefan Genchev**

Dr. Genchev reported that his committee is waiting on more information and clarification on proposals from the ACM.

**Curriculum Committee IV – Dr. Degan Kettles**

Dr. Kettles reported that Curriculum Committee IV recommended approval of proposals #204-207, #212-243, #247-251, 254 and 255. Proposals #204, 205, 206, 207, 214 and 224 are being recommended for approval pending CTE approval. The council unanimously accepted Curriculum Committee IV's report.

**Curriculum Committee V – Dr. David Nelson**

Dr. Gloria Caddell reported for Dr. Nelson that Committee V recommends approval of proposals #123-127, 252 and 253. The Council unanimously approved Curriculum Committee V's report as presented.

**Curriculum Committee I – Dr. Julie Collins**

Dr. Collins reported that her committee recommends approval of proposals #14, 23, 164, 165, 208, 209, 210, 244, 245, 246, 257-262. Other proposals assigned to this committee

are being held for further review. The committee's report was unanimously approved by the Council.

### **Curriculum Committee III – Dr. Chad King**

Dr. King reported that his committee was holding proposal #177 for library resource materials available. Information was received and now the committee would like to recommend approval of #177. The committee would also like to recommend approval of proposals #265-273, #275-281, #284-289, #291-294 and #300-302. Proposals #274, 282, 283, 290, and 295-299 will be held for further review. The Council unanimously approved the committee's report.

Julie Byer gave the Council members a little more information about certificates. Certificates are required to have Regents approval and then after Regents approval they are required to have Department of Education approval. The CIP code listed for Certificates will need to be very specific and a tight fit for the Certificate. Julie may ask Susan Prater from Financial Aid meet with the Council at a spring meeting to discuss requirements for Certificates that relate to student financial aid. We do know that the penalties for violations of certificates can be quite heavy and may impact financial aid for students.

Julie also reported that a University Core Action Team has been formed to review the possibility of adding a first year experience seminar course to the University Core.

Sunshine Cowan reported that the University Core Committee (UCC) is working on the assessment of University Core courses that HLC requested. It has been the history of the UCC to approve or not approve courses to be included in the core. Courses have not been reviewed to determine if they need to be removed from the core. A rubric has now been developed to assess courses in the core.

#### **4. Distribution of proposal assignments**

Sue Ryan announced that she would send proposal assignments out via email when the next set of proposals is ready.

#### **6. Announcements**

The next AACC meeting will be Wednesday, November 4, 2015.

#### **7. Adjournment**

Meeting was adjourned at 4:23 p.m.