Minutes from the September 5, 2001 session were approved. Dr. Patrick Seward moved, Dr. Emily Dial-Driver seconded, and the motion passed.

Dr. Patricia Seward requested postponement of the second reading of Health and Science material because their representatives, Ms. Linda Andrews and Ms. Pam Fowler, were not able to attend. The second reading was rescheduled for Wednesday, September 26, 2000, 3:30 p.m. Dr. Emily Dial-Driver moved, Dr. Patrick Seward seconded, and the motion passed.

The committee continued a discussion of the process for curricular changes from the 9/5/01 meeting.

- If program modifications affect a second department, the department requesting the changes must notify the second department and so document in the faculty participation section on the request form. Dr. Patrick Seward moved, Dr. Hatley seconded, and the motion passed.
- Presentation of new classes must have documentation that the course number and content are consistent with other colleges and the Oklahoma State Regents’ matrix. Also the course number must be checked against the RSU course inventory. Dr. Knight moved, Dr. Patrick Seward seconded, and the motion passed.
- Curricular changes should not be made in new 4-year programs for the first year. After the first year, program changes and expansion of course inventory need evidence that the new courses are consistent with the curricular and enrollment foundations.

The committee continued a discussion (from the 9/5/01 meeting) of requirements for new general education courses. A draft of Criteria for General Education Course Evaluation from the 3/13/01 Curriculum Committee Meeting was reviewed. There was a lengthy discussion regarding #5 requirement: “Documents through the course syllabus how the learning objectives will be assessed.” The consensus was to drop the syllabus language altogether. Dr. Minks presented an assessment model showing how assessment supports curriculum, specifically the General Education outcomes. He said he would check to see if the general education outcomes were updated and approved. The creation of an Ad-Hoc General Education committee was discussed. The committee would tentatively have members from both the Curriculum Committee and the Assessment Committee. Dr. Patricia Seward and Dr. Minks will meet with the Assessment Committee Chair to discuss the General Education Committee. This matter was tabled until the next meeting. Dr. Knight moved, Dr. Dial-Driver seconded and the motion passed.

The meeting was adjourned. Dr. Patrick Seward moved, seconded by Dr. Knight, and the motion passed.

Next meeting to be held at 3:30 p.m. in Herrington Hall Room 110 on September 26, 2001.
Rogers State University
Approved Curriculum Committee Minutes
September 26, 2001

Present: Dr. Larry Minks, Dr. Patricia Seward, Dr. Patrick Seward, Dr. Paul Hatley, Dr. Barry Knight, Dr. Emily Dial- Driver, Ms. Jan Jones-Nolen, Dr. Virginia Reasor, Dr. Roy Gardner

- Minutes from the September 19, 2001 session were approved with noted changes. Paul Hatley moved; Emily Dial- Driver seconded; and the motion passed.

- The committee conducted the second reading of the Health Sciences material. Jan Jones-Nolen represented Health Sciences. The material was tabled for the following reasons:
  - The HLSC 2613 change needs the PMT program code on the cover sheet of the Request For Modification Forms. The other two changes need the nursing code.
  - Evidence is needed to show that other schools list Medical Terminology as a 1000 level course.
  - Evidence is needed to show that other introductory nutrition courses do not have prerequisites.
  - Evidence that the Math and Science Department has been notified of the change in prerequisites for PHAR 2113 that will affect them.

- The third reading was rescheduled for Wednesday, October 3, 2001, 3:30 p.m. Paul Hatley moved; Dr. Patrick Seward seconded; and the motion passed.

- The committee continued a discussion (from the 9/26/01 meeting) of requirements for new general education courses. They considered a proposed change in General Education Course Outcomes from the Assessment Committee and accepted it with noted changes. The new proposal of General Education Course Outcomes is to be disseminated to all schools and departments. Suggested changes and comments are to be in writing to Dr. Patricia Seward. Patrick Seward moved, Paul Hatley seconded and the motion passed.

- The first reading of the Social and Behavioral Science Request for Program Modification was completed. There were fourteen Requests for Program Modifications. There will be a second reading at the next meeting on October 3, 2001. No motion was made.

- The meeting was adjourned. Emily Dial- Driver moved; Paul Hatley seconded; and the motion passed.

Next meeting to be held at 3:30 p.m. in Herrington Hall Room 110 on October 3, 2001.