Rogers State University
Curriculum Committee Meeting Minutes

August 13, 2015
Chairperson: Jerry Bowen acted as Chair
Place: Centennial Center Executive Boardroom
Time Beginning: 3:30
Time Adjourning: 3:45
Members Present: Brian Andrews, Jerry Bowen, Bryce Brimer, Steven Ferguson, Todd Jackson, Sigismond Wilson, Laura Gray and Katarzyna Roberts via proxy
Members Absent: George Gottschalk, Holly Kruse, Thomas Luscomb, Joel White

New Business
Laura Gray re-elected as Chair

Next Meeting
Friday, Sept. 11, 9 a.m.
Rogers State University
Curriculum Committee Meeting Minutes

September 9, 2015

Chairperson: Laura Gray
Place: Baird Hall 124
Time Beginning: 9:00 a.m.
Time Adjourning: 9:25 a.m.
Members Present: Brian Andrews, Jerry Bowen, Stephen Ferguson, Laura Gray, Holly Kruse, Tom Luscomb, Kasia Roberts, Sigismond Wilson, Saffarian Massoud
Members Absent: Bryce Brimer, Joel White
Call to Order by Chair, 9:00 p.m.
Minutes of the meeting on August 13, 2015. Minutes approved.
Meeting time for the Spring semester will be Friday at 9:00 am

Old Business

All curriculum change proposals from last year have been approved, many of them however are not in the catalog yet.
All forms needed for curriculum changes are posted on RSU website

Next Meeting

TBA. No pending proposals have been submitted as of this date. Minutes taken by Kasia Roberts.
October 9, 2015

Chairperson: Laura Gray
Place: Baird Hall 124
Time Beginning: 9:00 a.m.
Time Adjourning: 9:20 a.m.
Members Present: Brian Andrews, Stephen Ferguson, Laura Gray, Holly Kruse, Tom Luscomb, Kasia Roberts, Sigismond Wilson, Saffarian Massoud
Members Absent: Jerry Bowen, Bryce Brimer
Call to Order by Chair, 9:00 a.m.
Minutes of the meeting on September 11, 2015. Minutes approved.

Proposal for Bachelor of General Studies

This proposal is a request for program modifications that involve dropping of the minor requirement and the reduction of hours required for the degree. After the first reading the committee found the rationale for the changes not persuasive enough and decided to invite the representative from the department involved in the preparation of this proposal for discussion to the next committee meeting on October 23rd.

Next Meeting

Friday, October 23rd at 9:00 a.m. Minutes taken by Kasia Roberts.
October 23, 2015

Chairperson: Laura Gray
Place: Baird Hall 124
Time Beginning: 9:00 a.m.
Time Adjourning: 9:20 a.m.

Members Present: Brian Andrews, Stephen Ferguson, Laura Gray, Tom Luscomb, Kasia Roberts, Sigismond Wilson, Saffarian Massoud

Members Absent: Jerry Bowen, Bryce Brimer, Holy Kruse

Call to Order by Chair, 9:00 a.m.

Minutes of the meeting on October 9, 2015. Minutes amended to state that after the first reading of the Bachelor of General Studies proposal the committee found the rationale of the changes proposed not enough persuasive. Minutes approved as amended.

Proposal for Bachelor of General Studies

Second reading of the proposal. Dr. Mary Mackie was present to answer the committee’s questions. The committee decided that stronger clarification of the proposed changes is needed and the proposal cannot be approved as written. The committee will discuss it again after the proposal is rewritten.

Next Meeting

TBA. No pending proposals have been submitted as of this time. Minutes taken by Kasia Roberts.
Februrary 5, 2016

Members present: 6 (3 absent)

New Business

2015-06: New course proposal BADM 4803

Comments:
-need to revise Bloom’s terms to reflect upper division designation of the course. At least 2 higher level terms needed.
-need 4-6 objectives
-need clarification that this is a levelling course for non-business majors to prepare them for entry into the MBA program.

-Approved for 1st reading.

2015-05
Comments:
-included liberal studies course options need review by English/Humanities department.

-Approved for 1st reading.

2015-07
-Proposal tabled for revisions.

Other Topics

-Discussed alternate meeting times, as 2 members cannot make current time.

-Discussed replacing those 2 members if schedule cannot be adapted.
February 19, 2016

Members present: Brian Andrews, Sigismond Wilson, Steve Ferguson, Tom Luscomb, Masoud Saffarian, Laura Gray, Jerry Bowen, Holly Cruse.

New Business

2015-08 Business Info Tech

Comments:
Format to make consistent with other proposals (eliminate typos, strikethrough text, and highlight changes)
Clarify how 2223 serves as new prerequisite
Move changes to “summary of changes” section.
Approved for 1st and 2nd readings pending changes.

2015-10 JA proposal Presented by D. Clayton and F. Elwell

Comments:
Loss of communication class – not replaced by another comm class.
Communication integrated into other courses (Clayton)
New courses have been offered as STs.
New course proposals
“understand” is passive term
Formatting and cleanup (tables need page breaks)
CJ4213: change wording of description to clarify (or add oxford comma)
CJ4953: revise description
Approved for 1st and 2nd readings pending changes

2015-09

Need “reasons for requested action”
Approved for 1st reading.

2015-07

Minor typos
Discussion of world language requirement – some resistance to removing, but is consistent with other programs.
Approved for 1st and 2nd reading.

2015-11

Bloom’s levels are low for a 4000 level course. Change course designation or terms.
Improve course description.
Formatting issues.
Approved for 1st reading.
February 26, 2016

Chairperson: Laura Gray
Place: BH
Time Beginning: 9:00am
Time Adjourning: 10:00am
Members Present: Laura Gray, Brian Andrews, Jerry Bowen, Stepen Ferguson, Massoud Saffarian, Holly Kruse, Sigismond Wilson
Members Absent: Bryce Brymer, Thomas Luscomb, Katarzyna Roberts
Approval of Minutes: Minutes from Feb 5 and Feb 19 meetings approved.

New Business
Proposal 2015-09 (PSCJ COP): Send for revisions before vote on approval for 2nd reading
Proposal 2015-11 (Fine Arts): Send for revisions before vote on approval for 2nd reading
Proposal 2015-13 (Elementary Ed): Proposal incomplete, tabled and sent back for revision
Proposal 2015-12 (Biology): Approved for 1st reading. Sent back for revisions before 2nd reading.

Next Meeting
Friday March 4 2016
Rogers State University
Curriculum Committee Meeting Minutes

March 4, 2016

Chairperson: Laura Gray
Place: BH
Time Beginning: 9:00am
Time Adjourning: 10:00am
Members Present: Laura Gray, Brian Andrews, Jerry Bowen, Steven Ferguson, Massoud Saffarian, Holly Kruse, Sigismond Wilson
Members Absent: Bryce Brymer, Thomas Luscomb, Katarzyna Roberts
Guests Present: Lynn Kosvick, Keith Martin
Approval of Minutes: Minutes from 2/26/16 reviewed and approved.

New Business
Proposal 2015-14 (Nursing): Minor editorial changes and simplification of some course descriptions requested. Approved for 1st and 2nd readings pending changes.
Proposal 2015-15 (Greek/Latin): Edit and shorten reasons for change, modify description for Greek I. Approved for 1st reading.

Next Meeting
Monday 3:00 PM
Rogers State University  
Curriculum Committee Meeting Minutes

March 7, 2016
Chairperson: Laura Gray  
Place: BH 126  
Time Beginning: 3 pm  
Time Adjourning: 4:30  
Members Present: Laura Gray, Jerry Bowen, Bryce Brimer, Steven Ferguson, Massoud Saffarian, Holly Kruse, Thomas Luscomb, Sigismond Wilson  
Members Absent: Brian Andrews, Katarzyna Roberts  
Call to Order: Due to busy agenda, this is an additional meeting in an attempt to accommodate as many proposals before break as possible.  
Approval of Minutes: Minutes waived due to absence of recording secretary.

Old Business

2015-09 (Changes to CLEET): This was a second reading of the proposal, but the committee is still confused by the request. The chair to meet with the Dean for clarification.

2015-06 (BADM 4803—New Course Proposal): Second reading of this course proposal. There is concern at the course level does not reflect the course content. Bus. Representatives will discuss with their department and bring results to next meeting.

2015-13 Elementary Ed—changes to bulletin: This was a second reading of the proposal, but the committee is still confused by the request. The chair to meet with the Dean for clarification.


2015-15 (New Course proposals for Greek and Latin): 2nd reading. Approved with caveat that justification be shortened to one page or less.

New Business

2015-16 (Non Profit): Proposal to lower number of hours; modify course descriptions and names. Committee believes some of the changes required are substantive and might therefore require additional paperwork and justification. Chair to speak with department for clarification.

Next Meeting

3/11/2016
March 11, 2016

Chairperson: Laura Gray
Place: BH
Time Beginning: 9:00am
Time Adjourning: 10:00am
Members Present: Laura Gray, Brian Andrews, Steven Ferguson, Massoud Saffarian, Holly Kruse, Sigismond Wilson, Thomas Luscomb
Members Absent: Bryce Brymer, Jerry Bowen, Katarzyna Roberts
Guests Present: Kenneth Hicks
Approval of Minutes: Minutes from 3/4/2016 and 3/7/2016 reviewed and approved.

Old Business

BADM (2015-05): Justification for course # provided. Accepted for 2nd reading.
HPS (2015-16): 2nd reading approved pending submission of correct forms (need modify/delete course form)
CLEET proposal (2015-09): Approved for 2nd reading
El Ed (2015-13): Approved for 2nd reading

Next Meeting

Friday April 1, 9:00