I. Minutes
The April 19, 2007 minutes were approved with the following edits:

Item III. Remove the sentence - FS passed the 40 hour rule.

Insert Renee Cole’s missing motion concerning the change to page 33 of the undergraduate catalog.

II. Committee Membership
Stefan Cairns revisited the status of items the committee worked on last year. Chemistry and Physics has two new programs that will go before the college soon. A proposal in Accountancy from HCBA is expected to come before FSUCC soon.

Introductions of members followed.

Stefan Cairns stated that at the last meeting, he had asked everyone to think about the committee membership and suggest any modifications of membership and function for him to take to the Faculty Senate. The reason for this was to improve communication so that curriculum information discussed at this committee may get back to the departments and colleges. Cairns had suggested making the college representative on FSUCC the same person who serves as the College Curriculum Chair, making it a mandated position. Feedback was about making the FSUCC representative be someone from the College Curriculum Committee, but not necessarily the College Curriculum Committee Chair. One reason this would not work is the college votes do not happen until after the semester starts in the fall. Maybe feedback from Faculty Senate can help work through this process. Mike Grelle offered to go to the Faculty Senate Executive Committee to make a motion in general to have colleges vote in the Spring instead.

III. General Education
Stefan Cairns reported that part of the motions submitted by FSUCC were tabled by Faculty Senate. He asked Dan Schierenbeck and Mike Grelle for an update on general education. Schierenbeck stated that the Gen Ed Committee is gearing up for another course review to look at the forms, criteria and questionnaire to make it more clear and easy to make decisions. For now, they are using the old framework. They are looking at criteria which may allow for more flexibility, but they are not sure at this point. Things are still in the discussion stage.

Mike Grelle reported that the Provost formed a task force committee to determine the process and reexamine the Gen Ed Committee. The task force is looking at a timeline for the process. Grelle distributed a copy of the draft of the guidelines. Discussion followed
and the group was asked to send any suggestions for revision to the guidelines to Mike Grelle.

IV. Program Name Change Process
Stefan Cairns reported that the process for a program name change was approved up to the Faculty Senate level, but not by the University President. The previous process where it goes through the Academic Planning Committee still applies.

V. Process for Adding Program Emphasis or Concentration
Mike Grelle stated that it was brought to his attention how a variety of publications put out by various areas on campus are using inconsistent language in terms of how we label degrees. The inconsistencies extend into options, emphasis and concentrations. He is on a committee that is working to clean this up to be consistent with CBHE’s definitions. The definition is in the Curriculum Handbook on the website. Stefan Cairns requested that FSUCC review page 12 of the handbook and bring it back to the next meeting as a starting point.

VI. Other
Mike Grelle gave a brief update of how the new enrollment validation procedure went after using it for the first time. Four hundred faculty did not turn in anything, but a large number of these could be because all of their students did show up. There is no way to tell how many of these simply did not follow the procedure. A brief discussion followed concerning the number of emails sent to students notifying them they would be dropped. Another concern mentioned was the problem with the start date in Banner. Grelle plans to hold an open forum in the near future inviting faculty to come give feedback on the new process. He will advertise it via email to all faculty.

Stefan Cairns closed the meeting reminding the group that they are to give feedback at the next meeting on the following items:

Gen Ed
Programs: Emphasis vs. Options
FSUCC Membership Composition

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

Donna Mayeux