

College Curriculum Committee  
May 19, 2020, 3:30 pm  
[meet.google.com/eqn-tjpn-vqg](https://meet.google.com/eqn-tjpn-vqg)

Minutes

The meeting was called to order at 3:33 pm.

Members present

O'Malley School of Business: Musa Jafar, Yassir Samra  
School of Education and Health: Jeff Cherubini – Chair, Lisa Rizopoulos  
School of Engineering: Mahmoud Amin, John Lylegian  
School of Liberal Arts: Roksana Badruddoja, Samira Hassa  
School of Science: Helene Tyler  
CFA: Joan Cammarata

Excused: Carol Hurwitz

Guests: None

Approval of Agenda & Minutes:

- The agenda for this meeting and the minutes from the last meeting on 4/21/20 were approved, unanimously.

Chair's Report:

- Via the May 5<sup>th</sup> EAC meeting:
  - A College-wide Task Force is being formed with three major Committees— Academic Affairs, Student Affairs, and Management, Policy, Compliance, and Campus Operations. As of May 5<sup>th</sup>, the plan is to start classes on campus in the fall with July 1<sup>st</sup> set as the deadline to announce alternative plans.
    - MC is committed to opening campus in Fall 2020
    - MC is leaning towards dual learning in order to support a return to campus
  - Jake Holmquist, Chief Information Officer (CIO) - Information Technology Services, provided a visual representation of the *Alternate Grade Replacement Policy* Form students will be using. Again, the process flows directly from the students to the Registrar office.
  - The EAC have continued their discussion on catalog language changes based on the “T” grades proposal made by the Graduate Council. Bottom line, as currently found in the catalog, no specific time guidelines exist that limit the scope of the

“T” grade extension. By adding a definitive deadline, the goal is for all temporary grades to be resolved before a degree is conferred.

- The EAC has extended the dates for the Incomplete policy for the Spring 2020 semester only. Students will now have until Monday, July 27th for final work to be submitted and faculty have until Monday, August 3 to submit grades. For students receiving incomplete grades, the final date to apply for Alternative Grade Representation has been changed to Monday, August 17.
- The EAC plans to further discuss (next year) the creation of an *Advising Syllabus* template and an associated evaluation form.

Nominations/Vote for 2020-21 CCC Chair and Secretary:

- Replacements: Roksana=Sara Scott; Lisa=Sister Maryann; Mahmoud=Qian Wang
- Chair: Joan nominates Jeff and Jeff voted in unanimously. Thank you Jeff!
- Secretary: John self-nominates and voted in unanimously. Thank you John!

Other Business:

- Informal conversation about COVID/Return to Campus:
  - Concerns about lab work and maintaining integrity of those programs
  - Concerns about computing environment
  - Concerns about student and faculty software needs
  - ITS COVID and return to campus plan
  - Concerns about student, faculty and staff anxiety upon returning to campus
  - Fill out form for Ira
  - Concerns about bathrooms and hygiene
  - Jeff will share our concerns in his scheduled meetings

Next Meeting: September 2020

The meeting was adjourned at 4:21 pm.

Respectfully submitted,  
R. Badruddoja